



CITY OF READING, PENNSYLVANIA

PUBLIC WORKS
503 N. 6TH STREET
READING, PA 19601
(610) 655-6236

CHARLES M. JONES
PUBLIC WORKS DIRECTOR

April 27, 2012

Certified Mail
Return Receipt Requested

Ms. Margaret L. Hutchinson, Esq.
Assistant United States Attorney
Civil Division Eastern District of Pennsylvania
615 Chestnut Street
Suite 1250
Philadelphia, PA 19106-4476

Re: City of Reading Consent Decree
Calendar Quarterly Progress Report
1st Quarter 2012

Dear Ms. Hutchinson:

In accordance with Section VI Reporting Requirements, Paragraph 41, you will find enclosed the City of Reading's Calendar Quarterly Report. This report documents progress and status on the implementation of Section V Remedial Measures described in Paragraphs 7 through 40. Please feel free to contact me at 610-655-6236 should you have any comments or questions.

Please note that, beginning with the report for the Second Quarter of 2012, the status of all sections of the Consent Decree will be addressed. For those sections which are completed, a statement indicating such completion will be included.

Sincerely,

Charles M. Jones, PE
Public Works Director

CMJ/ts
Enclosure

C: Christopher A. Day, Esq., US EPA
Lisa Trakis, US EPA
Lee McDonnell, PA DEP
Shawn Arbaugh, PA DEP
Deborah A.S. Hoag, P.E., Utilities Systems Manager
Ralph E. Johnson, Wasterwater Treatment Manager
Anthony C. Vesay, P.E., Hill International
Keith Mooney, Esq., Legal Counsel
John J. Miravich, Esq., Fox Rothschild
file



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**City of Reading Consent Decree
Calendar Quarterly Progress Report
Period Ending March 31, 2012**

V. REMEDIAL MEASURES

A. General Duties

- 7. Duty to Comply with Permit** – The City’s wastewater treatment plant (WWTP) was in compliance with NPDES permit parameters.
- 8. Operation and Maintenance of the Facility** – No change. The operation and maintenance ongoing program is implemented.

B. Interim Measures

- 9. Interim Compliance – Environmental Management System**
 - (b) Maintenance Management System** – No change. The WWTP computerized maintenance management system (CMMS) ongoing program is implemented.
 - (c) Supervisory Control and Data Acquisition (SCADA) system**
 - 1. Upgrades to the Interim SCADA System** – No change. The WWTP SCADA system ongoing program is implemented.
 - 2. Upgrades to the SCADA System** – No change. This interim measure will be addressed under the Capital Improvements Plan.
 - (d) Pretreatment Data Management System** – Continuing progress. The City continues the use of a commercial pretreatment database as well as an abbreviated spreadsheet for simplicity and verification.
- 10. Interim Plant Influent Monitoring** – No change. The plant influent monitoring ongoing program is implemented.
- 11. Interim Trickling Filter Performance Measures**
 - (a) Performance Improvements** – No change. The trickling filter performance measures ongoing program is implemented.
- 12. Process Control Testing** – No change. The process control testing ongoing program is implemented.
- 13. Dangerous Gas Detection** – No change. The gas detection ongoing program is implemented.
- 14. Certified Plant Operators** – No change. The ongoing 24/7 qualified supervisor coverage is implemented.
- 15. Operations and Maintenance Plan** – No change. The operations and maintenance plan remains in place and is annually reviewed and updated as appropriate.
- 16. Staffing Plan** – No change. The ongoing 24/7 supervisor coverage is implemented. The ongoing communication process is implemented.
- 17. Interim Wet Weather Operational Strategy** – No change. Please see the wet weather operation plan interim measure.

C. Long Term Evaluation and Construction Schedule – This remedial measure reporting includes activities associated with pump stations, force mains and 537 planning.

The City has awarded a contract for the 42" flow-meter replacement. This meter project will confirm the wastewater treatment plant's (WWTP's) present flows and loadings. This \$2,958,000 project will be financed with a combination of two \$500,000 EPA STAG grants and Sewer Fund/Bond reserves. Shop submittals have been approved and some preliminary construction has been performed.

The City's PaDEP 537 Planning Special Study contract with the SSM Group is complete. This study confirmed the future flows and loadings for the WWTP. An interim public comment and Berks County comment period has been implemented at the recommendation of PaDEP. The next step is incorporating the Consent Decree paragraphs 18a, 18b and 19 reports into the 537 Planning Special Study. The DOJ, EPA and PaDEP will be given an opportunity to preview the document before resubmitting to Berks County for comment and a second public comment period. The final step is the formal submittal to PaDEP. The project is being financed with Sewer Fund/Bond reserves.

The City's selected alternative of designing and constructing a new 42" force main (FM) is complete. The old FM will be used for redundancy with limited lining of the river crossing only. Additionally, the failing section of the existing FM will be replaced. The FM project bids are presently scheduled to be opened in mid May of 2012. The project cost is now estimated at \$14,115,000 and is being financed with a \$5,000,000 H2O grant, Sewer Fund/Bond reserves and possibly a PennVEST grant and/or loan. There is also a FEMA/PEMA Hazard Mitigation grant application submitted.

Additionally, the 42" force main (FM) emergency project under way will temporarily bypass the failing section of the existing FM. This is an interim measure to avoid leakage to the Schuylkill River. The \$1,840,000 emergency project contract is being financed by Sewer Fund reserves. The emergency work is well under way. Scheduling of the line stops may delay the anticipated completion planned for early May of 2012.

The Sixth and Canal Pump Station (6&CPS) reevaluation is being updated due to the findings of the 537 Planning Special Study.

Weston Solutions follow-up 6&CPS ground and groundwater contamination studies are continuing. The handling of the contaminate ground water is becoming a critical path issue and may impact the 42" FM project schedule.

During the next quarter Hazen and Sawyer is scheduled to start the 19th Ward Pump Station (19WPS) assessment, alternatives evaluation and capital improvements plan recommendation.

18. Treatment Plant Alternatives Submission

(a) Existing Plant Process Evaluation Report – An update to the Existing Plant Process Evaluation Report will be prepared now that the 537 Planning Special Study is completed.

(b) Evaluation of Treatment Alternatives Report – An update to the Evaluation of Treatment Alternatives will be prepared now that the 537 Planning Special Study is completed.

19. Capital Improvements Plan – An update to the Capital Improvements Plan will be prepared now that the 537 Planning Special Study is completed.

20. Request for Proposals – Hazen & Sawyer has completed the request for proposal (rfp) for a Primary Anaerobic Digester Rehabilitation design project. The engineering project is presently out for proposals with a pre-proposal meeting scheduled for early April. The scope of the project is to clean two secondary digesters and rehabilitate and convert one of these two secondary digesters into a primary digester. There is a \$1,000,000 H2O grant available toward this rehabilitation project.

21. Permit Applications and Design – No report.

22. Permitting – The permitting for the 42" flow-meter project, 42" FM project and the 42" FM emergency project are complete.

23. Construction Completion – No report.

24. Start-Up and Operation – No report.

29. Wet Weather Operation Plan – No change. The ongoing wet weather operation plan is implemented.

D. Collection System

25. GIS Mapping System - In progress. See below.

(a) Purpose of GIS System - Not applicable.

(b) GIS Mapping of the Sanitary Sewer Collection System – In progress. Phase One of the GPS project is the larger diameter sanitary sewer system required for the hydraulic modeling with Phase Two the remainder of the sanitary sewer collection. The City continued investigating problem locations in Phases One and Two identified by Woolpert who then surveyed those locations that were able to be resolved. The final sanitary database was submitted for City review and approval. Based on the best available mapping prior to the project, Woolpert located 109% of the anticipated manholes yet only 94% of the total sanitary features were located and inspected. More manholes were located than expected yet in some locations the anticipated manholes are still being investigated. The City continues to address the investigation required as many of these manholes are in Phase One along the trunkline required for hydraulic modeling. Further project details are in the attached report.

(c) GIS Mapping of the Storm Water Collection System - In progress. The third phase for field data collection and GIS mapping is the storm water system. This is included in the new GPS contract discussed above. Woolpert began the mapping inventory of the storm water system in the first quarter and updated the schedule for its completion.

26. Sanitary Sewer System Evaluation Program

(a) I/I Analysis by Subsystem

The City continued investigating and updating the mapping required for the coordination of the collection system investigative, modeling, and rehabilitative work.

1. Baseline Flow and Rainfall – In Progress. The hydraulic modeling of the interceptors is a key to re-evaluating priorities based on projected bottlenecks that may exist. The GIS inventory of the Phase One interceptors is required for this modeling.

2. Hydraulic Modeling – In Progress. The pilot and first phase of the GPS project discussed in paragraph 25(b) provide the information required for this hydraulic modeling. With learning the prior consultant will not be performing this work, an enhanced scope of services to include this and other collection system engineering support is being finalized to request proposals. The GPS Phase One necessary for the modeling is the area which has the most problems with successive missing manholes. The City is continuing to research and locate manholes to be inventoried in preparation for the modeling.

(b) Sewer System Evaluation Survey – In Progress. The sanitary manhole numbering system is refined continually as field inventory show additional or missing manholes and will continue as the inventory and system investigations progress. A system for using aliases or tracking is necessary so all data can be referenced in the future. One area was smoke tested and the contractor submitted the final report. Changes not incorporated in the sanitary index map have the data from that area in question regarding completeness. This updated location information was provided to Woolpert for the GPS project.

The computerized maintenance management system implementation project progressed toward restarting full-scale for geospatially-oriented tracking of preventive and corrective maintenance as well as repairs. The City purchased and installed updated PCs for staff to be using the system as well as the server required to host the software. A meeting was scheduled with the new project manager to review the project schedule as well as a software demonstration detailing changes in the software since the City's initial purchase.

27. Rehabilitation Plan – No progress. *The SSES is required to be complete in order to develop the Rehabilitation Plan.*

28. Rehabilitation of Priority Areas of Collection System – No progress.

29. Wet Weather Operation Plan – Completed.

E. Pretreatment Program

30. General Duty – In progress. The City has an approved pretreatment program and continues to regulate industrial users in the collection system.

31. Enforcement Response Plan (ERP) Implementation – In progress. The City continues to follow the ERP in order to encourage compliance from all industrial dischargers. The City performed an unannounced inspection and sampling at an industry with historical compliance issues.

32. ERP - Penalty Escalation and Compliance Schedule – In progress and continuing. The City continues escalating penalties for all industries that are in significant non-compliance for a given parameter for two consecutive quarters. As penalty escalation had not been detailed in the ERP, the City has documented the process and amounts for consistency and as a reference tool.

33. ERP – Order, Permit Revocation, and Federal Referral – In progress. The City continues escalating the enforcement actions focusing on the financial penalties assessed to permittees who remain in significant non-compliance. The City continues to confer with US EPA while attempting to have industries achieve compliance. One industry has been problematic for an extended time following a compliance agreement in recent history. US EPA requested additional information from the industry and has been speaking with the City regarding this permittee's recent compliance. The City met with a representative in the first quarter to discuss recent compliance and plans for long-term attainment. Following this meeting, the City discussed the status and direction to keep US EPA apprised.

34. Local Limit Adoption by Contributing Municipalities – In progress. All the municipalities with permitted industries have adopted the ordinance. Electronic versions of the City's sewer use ordinance had been provided to each municipality, engineer, and/or solicitor to prepare for adoption. This requirement is detailed in the revised intermunicipal agreement being circulated to and reviewed by the contributing municipalities.

35. Non-Residential Connection Evaluation and Investigation – In progress. The City has been working with the contributing municipalities to obtain this information to summarize, survey, and evaluate nonresidential users in the service area that may need to be permitted.

36. Increased Monitoring for Violators – In progress and continuing. The City continues to increase City sampling and encourage increased self-monitoring for frequent violators. In general, permits may be amended or re-issued requiring multiple resamples for parameters with prior compliance issues. Some permits require increased frequency of monitoring for multiple quarters of compliance prior to returning to a less frequent self-monitoring schedule. Additional monitoring by both the City and the industry is tracked and reported annually.

37. Pretreatment Computerized Management System - In progress and continuing. The City continues data entry into a commercial pretreatment database as well as an abbreviated spreadsheet upon receipt of analytical results from both City and industrial sampling.

38. Local Limits Re-Evaluation – Completed. Evaluation submitted to US DoJ and US EPA on May 5, 2006. Comments were received from US EPA and the City initially worked with B&V to address the comments and concerns.

39. Quarterly SNC Reports to US EPA – In progress. The City has been monitoring penalty payment status and will continue to investigate errors in the

penalty payment and posting as reported to the US EPA. The City is working interdepartmentally to resolve this issue for the past and determine how to do ongoing with accurate tracking and reporting in all systems as the goal.

F. Funding

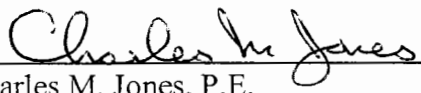
40. Funding – In progress. The 2012 budget was prepared and presented to City Council with the budgeted transfer amount remaining at \$3,000,000, per the consent decree. The City has implemented a schedule of monthly transfers in order to transfer the \$3 million over the course of the year instead of one lump sum. As of April 30, 2012, the Sewer Enterprise fund had a balance of \$30,980,034.66. This balance is sufficient to provide for continuing progress on the Consent Decree initiatives until early 2013. If the Intermunicipal Agreements are not executed by then, a Bond Anticipation Note will be considered as interim financing until the IMA's can be executed and a Revenue Bond obtained.

VI. REPORTING REQUIREMENTS

41. Report Contents and Certification

- (a) **Remedial Measures Paragraphs 7 through 40** – See above numbered sections.
- (b) **Anticipated Problems** – See italics in above numbered sections.
- (c) **Additional Matters** – See italics in above unnumbered sections.
- (d) **Certification Statement** –

I certify under penalty of law that this information was prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my directions and my inquiry of the person(s) who manage the system, or the person(s) directly responsible for gathering the information, the information submitted, is to the best of my knowledge and belief, true, accurate, and complete.



Charles M. Jones, P.E.
Public Works Director

April 30, 2012
Date

**City of Reading
Wastewater Treatment Plant Upgrades
PM/CM Monthly Progress Report
Hill/Weston/Hazen and Sawyer**

January 2012

Executive Summary:

The PM/CM team continued work on Consent Decree related tasks as well as other supporting wastewater treatment plant (WWTP) tasks. Critical items of January work included: refinement of the force main design, including the contamination related issues at the 6th & Canal Pumping Station (6CPS) as well as permitting and easement issues, refinement of the Act 537 Special Study and respective reports (e.g. Capital Improvements Plan), and client discussions regarding the wwtp digesters. WWTP updates were also provided to several contributing municipalities. Anticipated items of future (February) work include: continued work on the wwtp flow meter project, finalization of the force main design, including submission of the PennVEST application, continued work on the Act 537 Special Study, final scoping of the digester project as well as supporting legal (IMA), financial (rate study, grant funding) tasks. A more detailed task breakdown of the January work effort is included in the respective PM/CM's subcontractor invoices/reports.

Project Management (Hill: also see pending invoice/report):

- Force Main (42") Design: provided assistance to the designer and participated in design review workshops (January 6th, January 26th); reviewed the designer's schedule and provided comments.
- WWTP Flow Meter project: reviewed/commented on the contractor's schedule
- Digester Rehabilitation: held project scope & schedule discussions with client.
- 6CPS: participated in a client briefing regarding the Water Management Options technical memo; participated in a meeting with United Gas Industries (UGI) (Jan 6th).
- Act 537 Special Plan of Study: submitted Hazen & Sawyer's scope of work and participated in client discussions; began work on this task.
- Project Labor Agreement Feasibility Study: participated in a client requested meeting.
- Financial, Grant Funding: participated in discussions and correspondence regarding respective grants with client and project team, including assisting with potential FEMA/PEMA grants and PennVEST draft application discussions regarding the force main project. Participated in several meetings regarding the WWTP's sewer rates model and pending rate study RfP; participated in a PaH2OI telecon with the client and state representatives.
- Legal: participated in internal Inter Municipality Agreement (IMA) discussions and briefs to AVMA and Cumru/Mohnton/Shillington/Kenhorst; provided edits to the DoJ Quarterly Report and project update letter.

- Performed required project controls/administrative functions: progress meeting attendance/coordination & preparation of meeting Agenda/Action Items (City Manager Updates), project team correspondence/status, invoice/monthly reports, PM/CM Tasks/Budget worksheet, project costs for City's Pollution Coverage policy (EHD as consultant).
- Updated the Project Master, Construction and Draw Schedules.

Project Controls (Hill: see invoice):

- Performed required project controls functions: project schedule updates, PM/CM Tasks and Costs spreadsheet updates, document management, draw schedule updates, extranet site management, amendment documents preparation, NTP preparation, subcontractor coordination, invoice tracking and log updates.

Grant Funding (DMGA: see invoice):

- Communications with Tony Vesay regarding financing for Reading.
- Held discussions with Force Main Working Group via conference call.
- Researched and prepared e-mail to force main work group regarding PennVEST application.
- Worked on draft PennVEST application.

Design Review/Tech Support (H&S: see Invoice):

- Provided overall administration and project management.
- Provided technical assistance for the OCIP Pollution Prevention Policy.
- Provided technical assistance for the IMA's.
- Attended City Manager meeting on January 27, 2012
- Provided technical assistance for the Sewer Rate Study RFP.

Act 537 Special Study (H&S: see invoice):

- Provided technical assistance related to the preparation for the next phases of the project.

Primary Digester Rehab Design Support Service – Base Work (H&S: see invoice):

- Provided technical assistance for the on-going digester assessment

Force Main (42") Design Support (Weston: see invoice):

- Preparation for and attendance at 100% Design Review Meeting at FTC for the 42-in force main project on January 26, 2012.
- Reviewed and prepared comments on 90% & 100% Design Drawing and Technical Specification submittals by Entech.
- Prepared Hydraulic evaluation for management of excavation water on the 6 & CPS site during construction of the micro-tunneling launch pit.
- Geotechnical Engineering sub consultant services (William L. Deutsch, PhD) for preparation of hydraulic evaluation for management of excavation water on the 6&CPS site during construction of the micro-tunneling launch pit.

- Discussions with client and project team on 42-in force main design project; prepared, reviewed and responded to associated project correspondences.
- Project controls, budgeting, planning and progress reporting.

Force Main (42") Supplemental Permitting Studies (Weston: see invoice):

- Discussions with client and project teams regarding permitting implications for work being performed on 6&CPS.

Construction Management Support Services for the Flowmeter Project (Weston: see invoice):

- Reviewed and commented on Shop Drawing submittals prepared by the General Contractor (Ronca).
- Reviewed design/specification documents, and internal project team meetings to coordinate and prepare for construction management field support activities.
- Preparation for and attendance at project progress meeting at WWTP on January 6, 2012.
- Discussions with client and project team on flow meter construction project; prepared, reviewed and responded to associated project correspondence.
- Project controls, budgeting, planning and progress reporting.

6CPS Environmental Investigations & Hazmat Survey (Weston: see invoice):

- Continued assessment of potential remedial technologies for treatment of excavation contact water (groundwater) that will be encountered at the 6&CPS during the construction of the 42-in force main project.
- Preparation for and execution of meeting with City, Hill, and UGI staff on January 6, 2012 to discuss status of Weston's environmental findings at 6&CPS and path forward to account for the contaminated site conditions.
- Preparation for Draft Excavation Water Management Options Memo for submittal to Hill and the City on January 24, 2012.
- Preparation for and execution of with City and Hill representatives on January 27, 2012 to review and discuss the Draft Excavation Water Management Options Memo.
- Discussions with client and project team; prepared, reviewed, and responded to associated project correspondence.
- Project controls, budgeting and planning.

**City of Reading
Wastewater Treatment Plant Upgrades
PM/CM Monthly Progress Report
Hill/Weston/Hazen and Sawyer**

February 2012

Executive Summary:

The PM/CM team continued work on Consent Decree related tasks as well as other supporting wastewater treatment plant (WWTP) tasks. Critical items of February work included: continued work on the wwtp flow meter project, finalization of the force main design, including submission of the PennVEST application and work related to the contamination at the 6CPS site, continued work on the Act 537 Special Study, final scoping of the digester project as well as supporting legal (IMA, easements for the force main project), and financial (rate study, grant funding) tasks. WWTP updates were also provided to two contributing municipalities. Anticipated work for March includes: advertisement of the force main construction project, continued work on the Fritz Island flow meter project, Act 537 Special Study, and contamination related work at the 6CPS site. It is also anticipated that the Invitation for Bids for the design of the digester rehabilitation project will occur. A more detailed task breakdown of the February work effort is included in the respective PM/CM's subcontractor invoices/reports.

Project Management (Hill: also see pending invoice/report):

- Force Main (42") Design: provided assistance to the designer, reviewed the designer's proposed construction schedule and provided comments; reviewed final bid documents and participated in a Ready for Bid workshop (2/29).
- WWTP Flow Meter project: provided Action Item comments from Progress Meeting #1.
- Digester Rehabilitation: held project scope & schedule discussions with client.
- 6CPS: participated in client briefings, scoping discussions and impacts to the 42" Force Main project regarding the contamination at the 6CPS site. Finalized the Capital Improvements Plan proposal.
- Act 537 Special Plan of Study: continued work on this task.
- Financial, Grant Funding: Participated in discussions and correspondence regarding respective grants with client and project team, including assisting with potential Hazard Mitigation Grant Program grants and PennVEST application discussions and meetings regarding the force main project. Participated in several meetings regarding the WWTP's sewer rates model and pending rate study RFP; reviewed and edited the draft Rate Study RFP provided by the City's financial consultant.

- Legal: participated in internal Inter Municipality Agreement (IMA) discussions and WWTP briefs to Laureldale Borough and Muhlenberg Township.
- Performed required project controls/administrative functions: progress meeting attendance/coordination & preparation of meeting Agenda/Action Items (City Manager Updates), project team correspondence/status, invoice/monthly reports, PM/CM Tasks/Budget worksheet, and fact sheet preparation for Senator Toomey's office.
- Updated the Project Master, Construction and Draw Schedules.

Project Controls (Hill: see invoice):

- Performed required project controls functions: project schedule updates, PM/CM Tasks and Costs spreadsheet updates, document management, draw schedule updates, extranet site management, amendment documents preparation, subcontractor coordination, and invoice tracking updates.

Grant Funding (DMGA: see invoice):

- Worked on Hazard Mitigation Grant Program (HMGP) applications.
- Attended meeting with Ralph Johnson and Tony Vesay on February 7, 2012 regarding HMGP application and PennVEST application.
- Worked on draft PennVEST application.
- Teleconference with Erick Emerson, DCED, regarding H20I PA Grant Agreement Extension.
- Worked on/completed draft letter regarding H20I Grant Agreement extension. Emailed to Reading.
- Reviewed Weston's reports regarding groundwater contamination for H20 PA Grant Agreement Extension request and for background to possible ISRP application.
- Reviewed draft bid documents for Force Main project to check on inclusion of grant/funding requirements.
- Revised Grant funding matrix.
- Traveled to Reading for meeting with Carl Geffken, Ralph Johnson, Tony Vesay and John Miravich on February 21, 2012 regarding PennVEST application.
- Reviewed PennVEST notice of deficiencies to application and prepared e-mails to Reading requesting additional information.
- Reviewed reconciliation information provided by Alex Palacios.
- Revised income and expense projections for PennVEST application and e-mailed to Ralph Johnson for review.

Design Review/Tech Support (H&S: see Invoice):

- Provided overall administration and project management.
- Provided technical assistance for the IMA's.
- Provided technical assistance for the Sewer Rate Study RFP.
- Reviewed "green" energy alternatives for the WWTP.

Act 537 Special Study (H&S: see invoice):

- Reviewed, coordinated and provided construction management of Act 537 Special Study.

Primary Digester Rehab Design Support Service – Base Work (H&S: see invoice):

- Provided technical assistance for the on-going digester assessment.

Force Main (42") Design Support (Weston: see invoice):

- Review of Division 1 Contract Specifications, and associated discussions and teleconferences with Hill and Fox Rothschild, LLP.
- Geotechnical engineering and sub consultant services (William L. Deutsch, PhD) for preparation of hydraulic evaluation and associated discussions and correspondences for management of excavation water on the 6&CPS site during construction of the micro-tunneling launch pit.
- Discussions with client and project team on 42-in force main design project; prepared, reviewed and responded to associated project correspondences.
- Project controls, budgeting, planning and progress reporting.

Construction Management Support Services for the Flowmeter Project (Weston: see invoice):

- Reviewed and commented on Shop Drawing submittals prepared by the General Contractor (Ronca).
- Reviewed design/specification documents, and internal project team meetings to coordinate and prepare for construction management field support activities.
- Preparation for and attendance at project progress meeting at WWTP on January 31, 2012. Preparation of draft and final meeting minutes associated with this meeting.
- Discussions with client and project team on flow meter construction project; prepared, reviewed and responded to associated project correspondence.
- Project controls, budgeting, planning and progress reporting.

6CPS Environmental Investigations & Hazmat Survey (Weston: see invoice):

- Discussions with client and internal team, planning, scoping, cost estimating and scheduling for additional investigative activities in support of the groundwater contamination issue at the 6&CPS. These investigative activities include the installation/development of three new monitor wells, followed by step testing, pump testing and sampling of these wells.
- Preparation of Draft Excavation Water Management Options Memo for submittal to Hill and the City on January 24, 2012 (see Weston Report note regarding the inclusion of January work that was not invoiced).
- Discussions with client and project team; prepared, reviewed, and responded to associated project correspondence.
- Project controls, budgeting and planning.

**City of Reading
Wastewater Treatment Plant Upgrades
PM/CM Monthly Progress Report
Hill/Weston/Hazen and Sawyer**

March 2012

Executive Summary:

The PM/CM team continued work on Consent Decree related tasks as well as other supporting wastewater treatment plant (WWTP) tasks. Critical items of March work included: advertisement of the force main construction project, continued work on the Fritz Island flow meter project, Act 537 Special Study, and contamination related work at the 6CPS site. An Invitation for Bids for the design of the digester rehabilitation project was advertised, a wwtp brief was presented to Laureldale Borough, and a project update with DoJ/EPA/PaDEP was held.

Anticipated work for April includes: continued work on the flow meter project, final preparations for the Act 537 Special Study deliverable, force main bidding phase support, including continued work related to the contamination at the 6CPS and the initiation of pre-design services for the 19th Ward force main and pump station. A designer's pre-proposal meeting for the rehabilitation of the secondary digesters and IMA discussions with several contributing municipalities is scheduled. Work will begin regarding the submission of an Amended Consent Decree. A more detailed task breakdown of the March work effort is included in the respective PM/CM's subcontractor invoices/reports (note: some of Weston's documented work effort is for previously unbilled work which occurred in January and February 2012).

Project Management (Hill: also see invoice):

- Force Main (42") Design: provided assistance to the designer, participated in a pre-bid meeting for prospective constructors. Assisted with the extension of the Emergency Bypass permit.
- WWTP Flow Meter project: participated in an internal project meeting; assisted with several Project Controls issues: reviewed Change Order #1 (bypass piping), contractor schedule review, Request for Information.
- Digester Rehabilitation: finalized the designer RFP and assisted with the Invitation for Bids.
- 6CPS: participated in client briefings, scoping discussions and impacts to the 42" Force Main project regarding the contamination at the 6CPS site.
- 19th Ward Force Main & Pump Station: reviewed the project scope for pre-design services.

- Act 537 Special Plan of Study: continued work on this task in preparation for a pending submittal to DoJ/EPA/PaDEP.
- Financial, Grant Funding: Participated in discussions and correspondence regarding respective grants with client and project team. Participated in meetings and discussions regarding the WWTP's sewer rates model which was released to the contributing municipalities during this reporting period. Reviewed and edited the final draft Rate Study RFP provided by the City's financial consultant.
- Legal: participated in internal Inter Municipality Agreement (IMA) discussions, including crafting a strategy regarding the municipalities "governance" issue. Participated in a WWTP brief to Laureldale Borough. Prepared a draft Amended Consent Decree timeline.
- Performed required project controls/administrative functions: progress meeting attendance/coordination & preparation of meeting Agenda/Action Items (WWTP Updates), update brief to the mayor, project team correspondence/status, invoice/monthly reports, PM/CM Tasks/Budget worksheet.
- Updated the Construction and Draw Schedules.

Project Controls (Hill: see invoice/report):

- Performed required project controls functions: project schedule updates, PM/CM Tasks and Costs spreadsheet updates, document management, draw schedule updates, extranet site management, amendment documents preparation, subcontractor coordination, and invoice tracking updates.

Grant Funding (DMGA: see invoice/report):

- Prepared summary of ISRP program requirements and e-mailed to Reading.
- Completed multiple revisions to PennVEST Application and provided summary information on DBE requirements (force main project).

Design Review/Tech Support (H&S: see invoice/report):

- Reviewed "green" energy alternatives for the WWTP.
- Attended the City Manager's Meeting, which also included a conference call with the Department of Justice, USEPA and PADEP.

Act 537 Special Study (H&S: see invoice/report):

- Reviewed, coordinated and provided construction management of Act 537 Special Study.
- Updated proposed WWTP alternatives and ran new model scenarios.
- Initiated editing of the original Phase I, II and III reports for inclusion in with the Act 537 Special Study.

Primary Digester Rehab Design Support Service – Base Work (H&S: see invoice/report):

- Provided technical assistance for the on-going digester assessment, including final review and revisions on the RFP prior to bidding.

Force Main (42") Design Support (Weston: see invoice/report):

- Preparation, attendance and associated follow up actions for 42-in Force Main Construction Pre-Bid Meeting.
- Discussions with client and project team on 42-in Force Main design project; prepared, reviewed and responded to associated project correspondences.
- Project controls, budgeting, planning and progress reporting.

Construction Management Support Services for the Flowmeter Project (Weston: see invoice/report):

- Reviewed and commented on Shop Drawing submittals prepared by the General Contractor (Ronca).
- Reviewed design/specification documents, and internal project team meetings to coordinate and prepare for construction management field support activities.
- Preparation for, attendance at, and associated follow up actions for internal project team progress meeting at the WWTP. Preparation of draft and final Action items associated with this meeting.
- Conducted field inspection of silt fence constructed by Ronca at WWTP.
- Reviewed Ronca schedule files (XER format) and prepared draft comparison assessment of schedule changes and potential effects resulting from delay of construction start date.
- Evaluations, guidance and support of telecommunication methods for field trailer provided by Ronca.
- Preparation of draft and final template for daily activity reporting (DAR) for construction inspection services.
- Discussions with client and team on Flowmeter construction project; prepared, reviewed and responded to associated project correspondences.
- Project controls, budgeting, planning and progress reporting.

6CPS Environmental Investigations & Hazmat Survey (Weston: see invoice/report):

- Internal and client discussions, planning, scoping, cost estimating, and scheduling for additional investigative activities in support of the groundwater contamination issue at the 6&CPS. These investigative activities include the installation/development of three new monitor wells; followed by step testing, pump testing, and sampling of these wells.
- Preparation for and collection of baseline monitor well samples. Formatting of associated data into analytical tables for presentation to the City.
- Field activities, planning, coordination, discussions and management associated with installation of three new monitor wells as described above.
- Discussions with client and project team; prepared, reviewed, and responded to associated project correspondence.
- Project controls, budgeting and planning.

WOOLPERT

GPS Project Status Report

Quarter Ending March 31, 2012

1) TASKS ACCOMPLISHED THIS PERIOD (JANUARY, 2012):

- a) Woolpert submitted the monthly Progress Report for the period ending December 31 on January 22.
- b) Woolpert modified and updated the Procedures Manual.
- c) The stormwater workflow process was defined and documented.
- d) A draft project schedule for the remaining stormwater system was created.
- e) Woolpert created, and field tested, new validation rules for the stormwater data collection software.
- f) Project meetings were held on January 31 and February 1.

2) ANTICIPATED WORK TO BE ACCOMPLISHED NEXT PERIOD (FEBRUARY):

- a) Woolpert will resume fieldwork with one crew, arriving in Reading on February 19th and staying until March 2nd. The sewer PRF's will be completed, and the stormwater data collection will begin.
- b) John Cestnick will be in Reading Wednesday February 29th until March 2nd.
 - i) Time will be spend with the field crews.
 - ii) John will meet with Deb, for a project review and update, either Thursday afternoon or Friday morning.
 - iii) John is planning to meet with a local surveying and engineering firm to discuss the possibility of them providing additional field resources as a subcontractor. If successful, the subcontractor staff will work hand-in-hand with Woolpert's field crew with Woolpert's equipment.
- c) Further updates and clarification will be added to the Procedures Manual.
 - i) Images and definitions will be added for the stormwater features.

3) MEETINGS:

- a) Project meetings were held on January 31 and February 1.
- b) John Cestnick will be in Reading Wednesday February 29th until March 2nd.
 - i) John will meet with Deb for a project review and update either Thursday afternoon or Friday morning.
 - ii) John is planning to meet with a local surveying and engineering firm to discuss the possibility of them providing additional field resources as a subcontractor.

4) PROBLEMS ENCOUNTERED:

- a) None identified during this period.

1) TASKS ACCOMPLISHED THIS PERIOD (FEBRUARY, 2012):

- a) Woolpert submitted the monthly Progress Report for the period ending January 31 on February 14.
- b) Approval of the geodetic control survey cap was received on February 7th, and caps were ordered for the geodetic control stations.
- c) Woolpert resumed fieldwork with one crew, arriving in Reading on February 19th and staying until March 2nd. The sewer PRF's were completed, and the stormwater data collection began in Area 1.
- d) The City decided that Woolpert would not collect stormwater features on City parcels. Except for the main trunk line if it passed through the parcel.
- e) Additional stormwater feature pictures and definitions were received on February 21, and the Procedures Manual was updated.
- f) John Cestnick was in Reading Wednesday February 29th until March 2nd.

2) ANTICIPATED WORK TO BE ACCOMPLISHED NEXT PERIOD (MARCH):

- a) Woolpert will have two crews on-site between Sunday March 11th and Friday March 23rd.

- b) Review sewer manholes with duplicate City ID's to determine which ones are errors to be fixed. The excel file provided to the City identifies 65 duplicates to review.
- c) Complete the Sewer Geodatabase and submit for a final review and acceptance.
- d) If the geodetic control caps are received, the geodetic control phase will continue with fieldwork.

3) MEETINGS:

- a) John Cestnick was in Reading Wednesday February 29th until March 2nd.
 - i) John met with a local surveying and engineering firm to discuss the possibility of them providing additional field resources as a subcontractor. It was later decided that this firm would not be used, and others would be contacted.
 - ii) John and Mark Kollitz met with Deb Friday morning, March 2nd for a project review meeting.
 - (1) Woolpert received a copy of the Consent Decree.
 - (2) Reviewed the results of the Sewer PRF cleanup completed the previous week. Overall, the process worked very well with a vast majority being resolved.
 - (a) Summary: 81 total PRF's were addressed. 62 had been resolved. 6 had parked cars over them. 13 were either not found or were not ready for Woolpert (e.g. partially paved over). An Excel file list was provided to Deb.
 - (3) Sewer manhole ID's: Deb mentioned that the list of sewer manholes with duplicate ID's appear to be issues with typo's or mistakes with the manhole's numbering. John Goshert began reviewing those duplicates (6) within Area 12 and they appear to be mistakes. John is having Mark Humphrey review and report on his findings.
 - (4) For situations where the field crew suspects that a manhole exists but is buried, even without field evidence, it was requested that Woolpert place a Not Found manhole and attribute it as a PRF to be investigated by the City.
 - (5) A fee to total station a feature will be provided to Deb for a change order to the contract. As of January 31,

Woolpert had surpassed the 1% of features to be total stationed by 243 features.

- (6) Deb mentioned that Woolpert should get assistance with locating the stormwater outfalls. Some are very difficult to find and access, and it would be much better if the City assists.

4) PROBLEMS ENCOUNTERED:

- b) None identified during this period.

1) TASKS ACCOMPLISHED THIS PERIOD (MARCH, 2012):

- a) Woolpert submitted the monthly Progress Report for the period ending February 29 on March 14.
- b) As also reported in last month's report, John Cestnick was in Reading Wednesday February 29th until March 2nd.
- c) Woolpert had two crews on-site between Sunday March 11th and Friday March 23rd.
- d) As of March 31 there were a total of 1,181 storm features collected. Basins 1 & 9 have been completed, and Basins 7 & 10 have been started.
- e) Woolpert reviewed the 65 sewer manholes with duplicate City ID's to determine which ones were errors to be fixed. A revised excel file was provided to the City identifying 25 remaining duplicates that will require the City's assistance in resolving.
- f) The Sewer Geodatabase was submitted for a final review and acceptance on March 27.

2) ANTICIPATED WORK TO BE ACCOMPLISHED NEXT PERIOD (APRIL):

- a) Woolpert will have two crews onsite collecting stormwater features between Sunday April 9 and Friday April 20. Two crews will also be onsite starting on Sunday April 29 through Friday May 11.
- b) Woolpert received the geodetic control disks in early April, and will have four survey technicians onsite to set and survey the geodetic control stations.

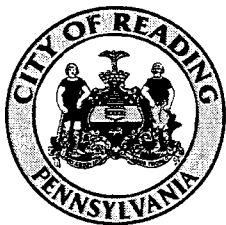
- c) Complete the office processing for the first stormwater geodatabase deliverable. It is expected that the first deliverable will be completed and delivered before April 20.

3) MEETINGS:

- a) John Cestnick was in Reading Wednesday February 29th until March 2nd, and was reported in the previous Progress Report.
- b) John Cestnick is planning to be in Reading for meetings with local surveying firms during the last week of April. A Progress Meeting will also be scheduled with the City.

4) PROBLEMS ENCOUNTERED:

- c) None identified during this period.



CITY OF READING, PENNSYLVANIA

CHARLES M. JONES
PUBLIC WORKS DIRECTOR

June 30, 2012

Ms. Margaret L. Hutchinson, Esq.
Assistant United States Attorney
Civil Division Eastern District of Pennsylvania
615 Chestnut Street
Suite 1250
Philadelphia, PA 19106-4476

Re: City of Reading Consent Decree
Calendar Quarterly Progress Report
2nd Quarter 2012

Dear Ms. Hutchinson:

In accordance with Section VI Reporting Requirements, Paragraph 41, you will find enclosed the City of Reading's Calendar Quarterly Report. This report documents progress and status on the implementation of Section V Remedial Measures described in Paragraphs 7 through 40. Please feel free to contact me at 610-655-6236 should you have any comments or questions.

Please note that, beginning with the report for the Third Quarter of 2012, the status of all sections of the Consent Decree will be addressed. For those sections which are completed, a statement indicating such completion will be included.

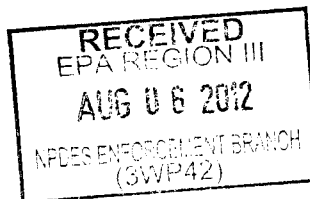
Sincerely,

Charles M. Jones, PE
Public Works Director

CMJ/ts

Enclosure

C: Christopher A. Day, Esq., US EPA
✓ Lisa Trakis, US EPA
Edward J. Corriveau, P.E., PA DEP
Shawn Arbaugh, PA DEP
Carole Snyder, Managing Director
Deborah A.S. Hoag, P.E., Utilities Systems Manager
Ralph E. Johnson, P.E., Wastewater Treatment Manager
Anthony C. Vesay, P.E., Hill International
Keith Mooney, Esq., Legal Counsel
John J. Miravich, Esq., Fox Rothschild
file



PUBLIC WORKS
503 N. 6TH STREET
READING, PA 19601
(610) 655-6236

Certified Mail
Return Receipt Requested



**City of Reading Consent Decree
Calendar Quarterly Progress Report
Period Ending June 30, 2012**

V. REMEDIAL MEASURES

A. General Duties

- 7. Duty to Comply with Permit** – The City’s wastewater treatment plant (WWTP) was in compliance with NPDES permit parameters.
- 8. Operation and Maintenance of the Facility** – No change. The operation and maintenance ongoing program is implemented.

B. Interim Measures

- 9. Interim Compliance – Environmental Management System**
 - (b) Maintenance Management System** – No change. The WWTP computerized maintenance management system (CMMS) ongoing program is implemented.
 - (c) Supervisory Control and Data Acquisition (SCADA) system**
 - 1. Upgrades to the Interim SCADA System** – No change. The WWTP SCADA system ongoing program is implemented.
 - 2. Upgrades to the SCADA System** – No change. This measure will be addressed under the Capital Improvements Plan.
 - (d) Pretreatment Data Management System** – Continuing progress. The City continues the use of a commercial pretreatment database as well as an abbreviated spreadsheet for simplicity and verification.
- 10. Interim Plant Influent Monitoring** – No change. The plant influent monitoring ongoing program is implemented.
- 11. Interim Trickling Filter Performance Measures**
 - (a) Performance Improvements** – No change. The trickling filter performance measures ongoing program is implemented.
- 12. Process Control Testing** – No change. The process control testing ongoing program is implemented.
- 13. Dangerous Gas Detection** – No change. The gas detection ongoing program is implemented.
- 14. Certified Plant Operators** – No change. The ongoing 24/7 qualified supervisor coverage is implemented.
- 15. Operations and Maintenance Plan** – No change. The operations and maintenance plan remains in place and is annually reviewed and updated as appropriate.
- 16. Staffing Plan** – No change. The ongoing 24/7 supervisor coverage is implemented. The ongoing communication process is implemented.
- 17. Interim Wet Weather Operational Strategy** – No change. Please see the wet weather operation plan.

C. Long Term Evaluation and Construction Schedule – This remedial measure reporting includes activities associated with pump stations, force mains and 537 planning.

The 42" flow-meter replacement project is approximately 35% complete. This meter project will confirm the wastewater treatment plant's (WWTP's) present flows and loadings. This \$2,958,000 project will be financed with a combination of two \$500,000 EPA STAG grants and Sewer Fund/Bond reserves.

The City's PaDEP 537 Planning Special Study contract with the SSM Group is complete. This study confirmed the future flows and loadings for the WWTP. The final public comment and Berks County comment period has been implemented. Incorporation of the Consent Decree paragraphs 18a, 18b and 19 reports into the 537 Planning Special Study has been completed. The DOJ, EPA and PaDEP were given an opportunity to preview the document before it was resubmitted for the final public comment period. The final step is the formal submittal to PaDEP. The project is being financed with Sewer Fund/Bond reserves.

The City's new 42" force main (FM) bid and award process is nearly complete. The old FM will be used for redundancy with limited lining of the river crossing only. Additionally, the failing section of the existing FM will be replaced. The project cost is now at \$9,738,500 and is being financed with a \$5,000,000 H2O grant and a PennVEST loan. There is also a FEMA/PEMA Hazard Mitigation grant application submitted.

Additionally, the 42" force main (FM) emergency project that temporarily bypasses the failing section of the existing FM is completed. This is an interim measure to avoid leakage to the Schuylkill River. The \$1,840,000 emergency project contract is being financed by Sewer Fund reserves.

The Sixth and Canal Pump Station (6&CPS) reevaluation is being updated due to the findings of the 537 Planning Special Study. The reevaluation is nearly complete.

Weston Solutions follow-up 6&CPS ground and groundwater contamination studies are continuing.

Hazen and Sawyer has started the 19th Ward Pump Station (19WPS) assessment, alternatives evaluation and capital improvements plan recommendation.

18. Treatment Plant Alternatives Submission

(a) Existing Plant Process Evaluation Report – An update to the Existing Plant Process Evaluation Report was prepared as part of the 537 Planning Special Study.

(b) Evaluation of Treatment Alternatives Report – An update to the Evaluation of Treatment Alternatives was prepared as part of the 537 Planning Special Study.

19. Capital Improvements Plan – The update to the technical Capital Improvements Plan has been prepared now that the 537 Planning Special Study is completed. The financial plan is forthcoming.

20. Request for Proposals – The Primary Anaerobic Digester Rehabilitation design project is in the final stage of selecting and approving an engineer. The scope of the project is to clean two secondary digesters and rehabilitate and convert one of these two secondary digesters into a primary digester. There is a \$1,000,000 H2O grant available toward this rehabilitation project.

21. Permit Applications and Design – No report.

22. Permitting – The No report.

23. Construction Completion – No report.

24. Start-Up and Operation – No report.

29. Wet Weather Operation Plan – No change. The ongoing wet weather operation plan is implemented.

D. Collection System

25. GIS Mapping System - In progress. See below.

(a) Purpose of GIS System - Not applicable.

(b) GIS Mapping of the Sanitary Sewer Collection System – In progress. Phase One of the GPS project is the larger diameter sanitary sewer system required for the hydraulic modeling with Phase Two the remainder of the sanitary sewer collection. The City continued investigating problem locations in Phases One and Two identified by Woolpert who then surveyed those locations that were able to be resolved. The final sanitary database was submitted for City review and approval. Based on the best available mapping prior to the project, Woolpert located 109% of the anticipated manholes yet only 94% of the total sanitary features were located and inspected. More manholes were located than expected yet in some locations the anticipated manholes are still being investigated. The City continues to address the investigation required as many of these manholes are in Phase One along the trunkline required for hydraulic modeling. Further project details are in the attached report.

(c) GIS Mapping of the Storm Water Collection System - In progress. The third phase for field data collection and GIS mapping is the storm water system. This is included in the new GPS contract discussed above. Woolpert began the mapping inventory of the storm water system in the first quarter and continued working with multiple crews during the second quarter to reach approximately 2/3 of the anticipated features inventoried. Anticipated features are estimated as the existing index maps do not indicate manholes and inlets in the system with actual counts varying greatly by basin from the estimated numbers.

26. Sanitary Sewer System Evaluation Program

(a) I/I Analysis by Subsystem

The City continued investigating and updating the mapping required for the coordination of the collection system investigative, modeling, and rehabilitative work.

1. Baseline Flow and Rainfall – In Progress. The hydraulic modeling of the interceptors is a key to re-evaluating priorities based on projected bottlenecks that may exist. The GIS inventory of the Phase One interceptors is required for this modeling.

2. Hydraulic Modeling – In Progress. The pilot and first phase of the GPS project discussed in paragraph 25(b) provide the information required for this hydraulic modeling. An enhanced scope of services to include this and other collection system engineering support is being developed to request proposals. The GPS Phase One necessary for the modeling is the area which has the most problems, especially with successive missing manholes. The City is continuing to research and locate manholes to be inventoried in preparation for the modeling. Most of these are located in unpaved rights-of-way or along railroad tracks requiring creative investigative techniques to find and typically involving excavation to access for the inventory. Feature numbering for unique identification will occur following the inventory.

(b) Sewer System Evaluation Survey – In Progress. The sanitary manhole numbering system is refined continually as field inventory show additional or missing manholes and will continue as the inventory and system investigations progress.

The computerized maintenance management system implementation project progressed toward restarting full-scale for geospatially-oriented tracking of preventive and corrective maintenance as well as repairs. The City purchased and installed updated PCs for staff to be using the system as well as the server required to host the software. A meeting with the new project manager reviewed the project scope and schedule as well as detailed changes in the software since the City's initial purchase.

27. Rehabilitation Plan – No progress. *The SSES is required to be complete in order to develop the Rehabilitation Plan.*

28. Rehabilitation of Priority Areas of Collection System – No progress. *The rehabilitation plan is the precursor of this.*

29. Wet Weather Operation Plan – Completed.

E. Pretreatment Program

30. General Duty – In progress. The City has an approved pretreatment program and continues to regulate industrial users in the collection system.

31. Enforcement Response Plan (ERP) Implementation – In progress. The City continues to follow the ERP in order to encourage compliance from all industrial dischargers. The City performed an unannounced inspection and sampling at an industry with historical compliance issues.

32. ERP - Penalty Escalation and Compliance Schedule – In progress and continuing. The City continues escalating penalties for all industries that are in significant non-compliance for a given parameter for two consecutive quarters. As penalty escalation had not been detailed in the ERP, the City has documented the process and amounts for consistency and as a reference tool.

33. ERP – Order, Permit Revocation, and Federal Referral – In progress. The City continues escalating the enforcement actions focusing on the financial penalties assessed to permittees who remain in significant non-compliance. The City continues to confer with US EPA while attempting to have industries achieve compliance. One industry has been problematic for an extended time following completion of a recent compliance agreement. US EPA requested additional information from the industry and has been speaking with the City regarding this permittee's recent compliance. The City met with a representative in the first quarter to discuss recent compliance and plans for long-term attainment. During this quarter, City and self-monitoring results yielded non-compliance which has been communicated to US EPA.

34. Local Limit Adoption by Contributing Municipalities – In progress. All the municipalities with permitted industries have adopted the ordinance. Electronic versions of the City's sewer use ordinance had been provided to each municipality, engineer, and/or solicitor to prepare for adoption. This requirement is detailed in the revised intermunicipal agreement being reviewed and commented upon by the contributing municipalities.

35. Non-Residential Connection Evaluation and Investigation – In progress. The City has been working with the contributing municipalities to obtain this information to summarize, survey, and evaluate nonresidential users in the service area that may need to be permitted.

36. Increased Monitoring for Violators – In progress and continuing. The City continues to increase City sampling and encourage increased self-monitoring for frequent violators. In general, permits may be amended or re-issued requiring multiple resamples for parameters with prior compliance issues. Some permits require increased frequency of monitoring for multiple quarters of compliance prior to returning to a less frequent self-monitoring schedule. Additional monitoring by both the City and the industry is tracked and reported annually.

37. Pretreatment Computerized Management System - In progress and continuing. The City continues data entry into a commercial pretreatment database as well as an abbreviated spreadsheet upon receipt of analytical results from both City and industrial sampling.

38. Local Limits Re-Evaluation – Completed. Evaluation submitted to US DoJ and US EPA on May 5, 2006. Comments were received from US EPA and the City initially worked with B&V to address the comments and concerns.

39. Quarterly SNC Reports to US EPA – In progress. The City has been monitoring penalty payment status and will continue to investigate errors in the penalty payment and posting as reported to the US EPA. The City is working interdepartmentally to resolve this issue for the past and determine how to do ongoing with accurate tracking and reporting in all systems as the goal.

F. Funding

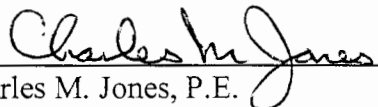
40. Funding – In progress. The 2012 budget was prepared and presented to City Council with the budgeted transfer amount remaining at \$3,000,000. City Council approved the budget as submitted. For cash flow purposes, the City projected to transfer the \$3 million in its entirety during the first quarter of 2012, but has implemented periodic transfers for a steady cash flow having transferred \$1.5 million to date.

VI. REPORTING REQUIREMENTS


41. Report Contents and Certification

- (a) **Remedial Measures Paragraphs 7 through 40** – See above numbered sections.
- (b) **Anticipated Problems** – See italics in above numbered sections.
- (c) **Additional Matters** – See italics in above unnumbered sections.
- (d) **Certification Statement** –

I certify under penalty of law that this information was prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my directions and my inquiry of the person(s) who manage the system, or the person(s) directly responsible for gathering the information, the information submitted, is to the best of my knowledge and belief, true, accurate, and complete.



Charles M. Jones, P.E.
Public Works Director



Date

**City of Reading
Wastewater Treatment Plant Upgrades
PM/CM Monthly Progress Report
Hill/Weston/Hazen and Sawyer**

April 2012

Executive Summary:

The PM/CM team continued work on Consent Decree related tasks as well as other supporting wastewater treatment plant (WWTP) tasks. Critical items of April work included: continued work on the flow meter project, final presentations for the Act 537 Special Study deliverable, force main bidding phase support, including continued work related to the contamination at the 6CPS and the initiation of pre-design services for the 19th Ward pump station. A designer's pre-proposal meeting for the rehabilitation of the secondary digesters and IMA discussions with several contributing municipalities was held. Preliminary work began regarding the Amended Consent Decree, including the preparation of a project schedule.

Anticipated work for May includes: continued construction work on the flow meter project, finalization of the force main bid package, including further analysis regarding the contamination at the 6CPS pump station, receipt and evaluation of designer bids for the secondary digester project, submission of the Act 537 Special Study, capital improvement assessments for the 19th Ward and 6th and Canal Pump Stations, and continued work on the Amended Consent Decree.

Project Management (Hill: also see invoice):

- Force Main (42") Design: provided assistance to the designer (project coordination, Addendum No. 1 preparation).
- WWTP Flow Meter project: participated in Progress Meeting No. 2; assisted with several Project Control issues, including the finalization of Action Items from the previous month's internal meeting; reviewed the contractor's schedule and provided comments to the internal project team.
- Secondary Digester Rehabilitation: assisted with designer pre-bid agenda and participated in the pre-bid meeting; assisted the client with Addendum No. 1 correspondence to prospective bidders.
- 6CPS: participated in client briefings, scoping discussions and impacts to the 42" Force Main project regarding the contamination at the 6CPS site (also applicable to Force Main Addendum No. 1).
- 19th Ward Force Main & Pump Station: finalized and submitted the project scope for pre-design services. The deliverable will be a Capital Improvements Plan for the pump station.
- Act 537 Special Plan of Study: continued work on this task in preparation for a pending May 1, 2012 submittal to DoJ/EPA/PaDEP.
- Financial: continued discussions with the City's financial consultant regarding funding for the Amended Consent Decree projects.
- Legal: participated in internal Inter Municipality Agreement (IMA) discussions, including participating in a joint meeting with several municipalities. Updated the draft Amended Consent Decree timeline.

- Performed required project controls/administration functions: progress meeting attendance/coordination & preparation of meeting Agenda/Action Items (WWTP Updates), WWTP update brief to the Mayor, briefings to City Council, project team correspondence/status, invoice/monthly reports, PM/CM Tasks/Budget worksheet, and input to the monthly letter to DoJ.
- Updated the Construction and Draw Schedules, including the overall WWTP and collection system construction schedules for submission to PaDEP.

Project Controls (Hill: also see invoice):

- Performed required project controls functions: project schedule updates, PM/CM Tasks and Costs spreadsheet updates, document management, draw schedule updates, extranet site management, PM/CM amended documents preparation, subcontractor coordination and invoice tracking log updates, and assistance for the Force Main bidding documents.

Grant Funding (DMGS: No work performed this period).

Primary Digester Rehab Design Support (H&S: also see Invoice)

- Provided technical assistance for the design RFP, including coordination, preparation, and submission of Addendum No. 1; attended the mandatory pre-proposal meeting on April 12, 2012.

Act 537 Special Plan of Study RFP (H&S: also see invoice):

- Continued editing of the original phase I, II, and III reports, including updating the model scenarios; finalized the initial Act 537 Special Study deliverable.
- Development of technical presentation for May 1, 2012 PaDEP meeting.

Force Main (42") Main Design Support (Weston: also see invoice)

- Provided assessments, evaluations and held team discussions including a teleconference on April 27, 2012 with regards to relining of the existing 42-in force main beneath the Schuylkill River.
- Held client and project team discussions on 42-in Force Main design project. Prepared, reviewed and responded to associated project correspondence.
- Geotechnical engineering and sub consultant services by William L. Deutsch, PhD, during March 2012. Provided technical support and held team discussions associated with the management of excavation water on the 6&CPS site during construction of the micro-tunneling launch pit.
- Project controls, budgeting, planning and reporting.

Flow Meter Construction Management Services (Weston: also see invoice)

- Reviewed and commented on Shop Drawing submittals provided by the General Contractor (Ronca).
- Prepared report for silt fence inspection conducted by Weston on March 14, 2012.
- Issuance of revised meeting minutes for March 14, 2012 meeting.
- Attendance and preparation for progress meeting at WWTP on April 11, 2012. Also prepared draft and final meeting minutes.

- Monitored electrical construction work being conducted by Ronca's subcontractor.
- Reviewed and discussed design/specification documentation for construction management of field support activities. Conducted final field mobilization activities, document printing, specification review and coordination for anticipated mobilization in late April/early May.
- Reviewed Ronca schedule files and prepared draft comparison assessment of schedule changes and potential effects resulting from delay of construction start date.
- Held discussions with project team on flowmeter construction project and prepared associated correspondence.
- Project controls, budgeting, planning and reporting.

6&CPS Environmental Investigations & Hazmat Survey (Weston: also see invoice)

- Execution of baseline monitoring well sampling and step drawdown test conducted at 6&CPS on April 4 & 5, 2012.
- Participated in April 10, 2012 teleconference with clients to review step test results and provide recommendations.
- Prepared step test summary report and issued same to clients on April 12, 2012.
- Participated in April 14, 2012 teleconference to discuss options and a path forward with respect to PaDEP and Act 2 provisions associated with 6&CPS groundwater contamination issues.
- Preparation and attendance at April 16, 2012 teleconference to review step test summary report and discuss plan and approach for 24 hour constant rate pump test.
- Coordination and execution of 24 hour constant rate pump test conducted at 6&CPS on April 18 & 19, 2012.
- Prepared 24 hour constant rate pump test draft report and issuance to client on April 30, 2012.
- Review and formatted laboratory results collected during the step drawdown and 24 hour constant rate pump test for presentation in reports.
- Project controls, budgeting, planning and progress reporting.
- Drilling Services (B.L. Myers Brothers of Pa, Inc.) for installation and development of three new monitoring wells on the 6&CPS site. Service included assistance with the step drawdown test and 24 hour constant rate pump test.

**City of Reading
Wastewater Treatment Plant Upgrades
PM/CM Monthly Progress Report
Hill/Weston/Hazen and Sawyer**

May 2012

Executive Summary:

The PM/CM team continued work on Consent Decree related tasks as well as other supporting wastewater treatment plant (WWTP) tasks. Critical items of May work included: submission and briefing of the Act 537 Special Study, continued construction work on the flow meter project, finalization of the force main bid package, including further analysis regarding the contamination at the 6CPS pump station, receipt and evaluation of designer bids for the secondary digester project, capital improvement assessments for the 19th Ward and 6th and Canal Pump Stations, a WWTP update to Bern Township, and continued work on the Amended Consent Decree.

Anticipated work for June includes: selection of a designer for the secondary digester rehabilitation project, submission and opening for the construction bids for the force main project, release of the Act 537 Special Study for concurrent Public/County Comment, continued construction work on the flow meter project, submission of the initial draft for the 6th & Canal Pump Station Capital Improvements Plan, field assessment of the 19th Ward Pump Station and meeting with EPA and PaDEP regarding the technical components of an Amended Consent Decree.

Project Management (Hill: also see invoice):

- Force Main (42") Design: provided assistance to the designer during the Bid Phase, including a client hosted telecom and assistance with required Addendums.
- WWTP Flow Meter project: assisted with Project Controls issues.
- Secondary Digester Rehabilitation: assisted with Addendum No. 2 to prospective bidders.
- 6CPS: reviewed the pump test report and participated in scoping discussions and impacts to the force main project.
- 19th Ward Force Main & Pump Station: assisted with the scoping and coordination for the initial field visit to assess the condition of the pump station.
- Act 537 Special Plan of Study: Participated in a briefing to PaDEP; continued work on ongoing issues.
- Financial: continued discussions with the City's financial consultant regarding funding for the Amended Consent Decree projects, including compliance with paragraph 19, Capital Improvements Plan, of the Consent Decree. Provided a draft Conceptual Financial Strategy to the financial advisor and participated in a financial review with the client. Assisted with the funding offer, including the request for an extension, for the force main project.
- Legal: participated in internal Inter Municipality Agreement (IMA) strategy discussions/issues.

- Performed required project controls/administration functions: progress meeting attendance/coordination & preparation of meeting Agenda/Action Items (WWTP Updates), project team correspondence/status, invoice/monthly reports, PM/CM Tasks/Budget worksheet, and input to the co-generation requirement requested by the City.
- Updated and submitted the Construction and Draw Schedules, including the overall WWTP and collection system construction schedules for PaDEP.

Project Controls (Hill: also see invoice):

- Performed required project controls functions: project schedule updates, PM/CM Tasks and Costs spreadsheet updates, document management, draw schedule updates, extranet site management, PM/CM amended documents preparation, subcontractor coordination and invoice tracking log updates, and assistance for the Force Main bidding documents.

Grant Funding (DMGS: No work performed this period).

- Reviewed PennVEST funding offer and communicated with the City regarding the timetable for Reading acceptance of PennVEST funding offer.
- Reviewed City Resolution to borrow and prepared and transmitted email requesting additional guidance of specific items.

Design Review/Tech Support (H&S: also see Invoice)

- Attended the City Manager's Meeting and presented on "green" energy alternatives for the WWTP.

Primary Digester Rehab Design (H&S: also see invoice):

- Provided technical assistance for the RFP, including coordination and preparation including submission of Addendum No. 2.
- Reviewed and evaluated submitted designer proposals, including attendance at the proposal evaluation meeting with the City of Reading.

Act 537 Special Study (H&S: also see invoice):

- Finalized Act 537 Special Study and submitted to DoJ, USEPA, PaDEP, the City of Reading and other interested parties.
- Attended a meeting with PaDEP and provided a technical presentation.
- Attended a meeting with the City of Reading and SSM Group, Inc. to coordinate the Public Comment period.

Force Main (42") Main Design Support (Weston: also see invoice)

- Reviewed, commented and edited construction bid documents and addendums for the 42" Force Main.
- Reviewed, preparation and discussions associated with updated hydraulic evaluation report based on findings for 6&CPS pump test activities.
- Attendance and preparation at teleconferences with clients to discuss 42" Force Main construction bid documents, addendums and groundwater issues.

- Evaluation of composite sampling procedures and policies in support of City's request for 36 hour turnaround time on groundwater samples collected during the 6&CPS construction activities (i.e. micro-tunneling launch pit excavation).
- Client and project team discussions on 42" Force Main design project; prepared, reviewed and responded to associated project correspondences.
- Project controls, budgeting, planning and reporting.

Flow Meter Construction Management Services (Weston: also see invoice)

- Inspection services (onsite) of the Site Contractor (Ronca) performing the field installation of the flow meter construction project. Full time inspection services commenced on May 1, 2012.
- Coordination and discussions with WESTON field inspector personnel by office staff in support of the aforementioned efforts.
- Reviewed and commented on Shop Drawing submittals provided by the General Contractor (Ronca).
- Reviewed daily reports and photo logs associated with the field inspection services.
- Held discussions with project team on flowmeter construction project and prepared associated correspondence.
- Project controls, budgeting, planning and reporting.

6&CPS Environmental Investigations & Hazmat Survey (Weston: also see invoice)

- Preparation for and attendance at a teleconference with client to review/discuss pump test summary report.
- Discussions with client, project team and subcontractor(s); prepared, reviewed and responded to associated project correspondences.
- Project controls, budgeting, planning and progress reporting.
- Services of Subcontractor in support of installation, development, step testing, pump testing and sampling of three new monitor wells (TW-1, TW-2 and TW-3) on the 6&CPS site. Services include the following: Waste disposal Services (Elk Environmental), Frac Tank Cleaning Services (Monarch Environmental), Equipment Rental Services for Step/Pump testing (Pine Environmental), Water Management Equipment/Services (Rain for Rent) and Analytical Sample Analysis Services (HamptonClarke-Veritech).

Updated 6CPS Capital Improvements Plan (H&S: also see invoice):

- Project research and review/revisions to the original 6CPS CIP.

Task 41B 19th Ward Pump Station Capital Improvements Plan (H&S: also see invoice):

- Project related review and research.
- Visited the pump station with the City of Reading staff.

**City of Reading
Wastewater Treatment Plant Upgrades
PM/CM Monthly Progress Report
Hill/Weston/Hazen and Sawyer**

June 2012

Executive Summary:

The PM/CM team continued work on Consent Decree related tasks as well as other supporting wastewater treatment plant (WWTP) tasks. Critical items of June work included: evaluation of designer proposals for the secondary digester rehabilitation project, evaluation of the constructor bids for the force main project, release of the Act 537 Special Study for concurrent Public/County Comment and meeting with EPA and PaDEP regarding the technical components of an Amended Consent Decree, continued construction work on the flow meter project, submission of the initial draft for the 6th & Canal Pump Station Capital Improvements Plan (CIP) to the client, and conducted research regarding the 19th Ward Pump Station in support of the CIP. A WWTP update was also provided to Wyomissing Borough and Robeson Township.

Anticipated work for July includes: selection of a designer for the secondary digester rehabilitation project, selection of a constructor for the force main project, continued construction work on the flow meter project, submission of the initial draft for the 19th Ward Pump Station CIP to the client, review and respond to Public/County comments regarding the Act 537 Special Plan of Study, and respond to regulator inquiries regarding the Act 537 Plan/Amended Consent Decree.

A more detailed task breakdown of the June work effort is included in the respective PM/CM's subcontractor invoices/reports.

Project Management (Hill: also see invoice):

- Force Main (42"): assisted the project team during the construction Bid/Award phase. Researched and edited a PM/CM scope of services for project oversight duties.
- WWTP Flow Meter project: assisted with Project Controls issues, including the review of the contractor's schedule.
- Secondary Digester Rehabilitation: assisted with issues regarding the designer proposals.
- 6CPS: assisted with the Capital Improvements Plan; assisted with the Act 2 Scope of Services.
- Act 537 Special Plan of Study: Participated in a briefing to PaDEP; continued work on ongoing issues, including Section VII of the Act 537, and the Task Activity Report (TAR).

- Financial: continued discussions with the City's financial consultant regarding funding for the Amended Consent Decree projects, including compliance with Paragraph 19, Capital Improvements Plan, of the Consent Decree. Provided a draft Conceptual Financial Strategy to the financial advisor and participated in financial reviews with the client & project team. Assisted with the rate impacts spreadsheet, including assistance with the WWTP operations and maintenance costs. Assisted with the PENNVEST funding offer action items.
- Legal: participated in internal Inter Municipality Agreement (IMA) strategy discussions/issues.
- Performed required project controls/administration functions: progress meeting attendance/coordination & preparation of meeting Agenda/Action Items (WWTP Updates), project team correspondence/status, invoice/monthly reports, PM/CM Tasks/Budget worksheet, prospective vendor inquiries. Prepared a deliverable (Berks County Economic Partnership) for the client. Participated in a WWTP update briefing to Wyomissing Borough and Robeson Township.
- Updated and submitted the Construction and Draw Schedules, including the overall WWTP and collection system construction schedules for PaDEP.

Project Controls (Hill: also see invoice):

- Performed required project controls functions: project schedule updates, PM/CM Tasks and Costs spreadsheet updates, document management, draw schedule updates, extranet site management, PM/CM amended documents preparation, subcontractor coordination and invoice tracking log updates, and assistance related to the Force Main project specifications.

Grant Funding (DMGS: also see invoice):

- Reviewed PennVEST project narrative and applicability of PennVEST loan to pump station improvements.
- Teleconference with Project Manager.

Design Review/Tech Support (H&S: also see Invoice)

- Submitted and updated a revised sewer system O&M spreadsheet, including coordination with the City, Fox Rothschild and Hill International.
- Reviewed and investigated the difference between actual and modeled sludge production data.

Primary Digester Rehab Design (H&S: also see invoice):

- Provided technical assistance for the RFP, including coordination during the proposal and interview evaluation process.

Act 537 Special Study (H&S: also see invoice):

- Edited the Act 537 Special Study per SSM Group's review; submitted the study to SSM Group and distributed it to the City and County officials.
- Attended a meeting with Hill International, City of Reading, PaDEP & USEPA and provided a technical presentation.
- Initiated work on a draft Task Activity Report (TAR).

Force Main (42") Main Design Support (Weston: also see invoice)

- Geotechnical engineering and sub consultant services in support of the Force Main/micro-tunneling design.

Flow Meter Construction Management Services (Weston: also see invoice)

- Reviewed and provided comment on Shop Drawing submittals prepared by (Ronca).
- Revision and issuance of meeting minutes and action items.
- Preparation and attendance at and follow up actions for Progress Meeting No. 3 at WWTP. Preparation and review of draft meeting minutes associated with this meeting.
- Onsite inspection and project management for full time monitoring of Flowmeter project construction activities by (Ronca).
- Reviewed (Ronca) schedule files and prepared/issued assessment of schedule changes and potential effects since last schedule update.
- Discussions with client and project team on Flowmeter construction project; prepared, reviewed and responded to associated project correspondences.
- Project controls, budgeting, planning and reporting.

Updated 6CPS Capital Improvements Plan (H&S: also see invoice):

- Project research and review/revisions to the original 6CPS CIP.
- Reviewed and evaluated recent grit and screenings data.
- Submitted an updated draft copy to the client of the 6CPS CIP report for review.

Task 41B 19th Ward Pump Station Capital Improvements Plan (H&S: also see invoice):

- Project related review and research.



GPS Project Status Report

Quarter Ending June 30, 2012

TASKS ACCOMPLISHED THIS PERIOD (APRIL, 2012):

- a) Woolpert submitted the monthly Progress Report for the period ending March 31 on April 12.
- b) Two crews were onsite collecting stormwater features between Sunday April 9 and Friday April 20. Two crews were also onsite between Sunday April 29 and Friday May 11.
- c) Geodetic Control. Four Survey Technicians were onsite between April 11 and April 20 to set and survey the geodetic control stations. Prior to beginning the leveling, the stations needed to sit for a minimum of four to six weeks to settle. The schedule to complete the geodetic control is:
 - (1) Leveling campaign: to be completed by the middle of June.
 - (2) Final Horizontal and Vertical Processing & Reporting: to be completed by the middle of July.
 - (3) Delivery to NGS for review and approval: to be completed by the end of July.
 - (4) NGS Review & Approval: 4-12 weeks.
- d) Stormwater data for Basins 1 & 9 were posted on April 19.
- e) Woolpert received comments on the Preliminary Sewer Geodatabase from the City on April 25. All of the comments were considered minor and easily taken care of, with the exception of Inspection Date and Inspection Time. There appears to be confusion surrounding these attributes which needs to be discussed and resolved.
- f) On April 25 Woolpert submitted a request for Addendum #3, for additional Total Station services.

2) ANTICIPATED WORK TO BE ACCOMPLISHED NEXT PERIOD (MAY, 2012):

- a) As mentioned, two crews were onsite between Sunday April 29 through Friday May 11.
- b) Two crews are scheduled to be onsite between Tuesday May 29 and Saturday June 9. Basins 8 and 12 are expected to be completed.
- c) Stormwater data was submitted for Basin 7 on May 11. Basin 10 will also be submitted in May.

3) MEETINGS:

- a) No scheduled meetings took place in April.

4) PROBLEMS ENCOUNTERED:

- a) None identified during this period.

5) OTHER ITEMS:

- a) The project team needs to discuss the Inspection Date and Inspection Time attributes. There appears to be confusion about these attributes.
- b) Addendum #3 for the additional Total Station services needs to be discussed and finalized.
- c) A plan to collect field data for the found trunk line sewer manhole PRF's needs to be scheduled.
- d) Stormwater outfall data collection needs to be scheduled and coordinated between Woolpert and the City.
- e) The project schedule needs to be discussed, and possibly extended. With the additional total station surveying, and the expected additional features, Woolpert would suggest an extension to the schedule.

1) TASKS ACCOMPLISHED THIS PERIOD (MAY, 2012):

- a) Woolpert submitted the monthly Progress Report for the period ending April 30 on May 15.
- b) Two crews were onsite collecting stormwater features between Sunday April 29 and Friday May 11. Crews returned on May 29 following the Memorial Day Holiday. One stayed until Saturday June 9; however one crew had to return early on May 30th due to a family issue.
- c) Stormwater data was submitted for Basin 7 on May 11.
- d) On May 25th John Cestnick and Deborah Hoag discussed various project issues
 - i) Inspection Date and Inspection Time. Woolpert will populate the "Date Created" and "Date Modified" fields, "Inspection Date and Inspection Time" will not be populated. These empty fields remain in the geodatabase for the future use of the City.
 - ii) Sewer PRF's will be saved until the stormwater system is complete. Depending upon the remaining Second Sweep available hours, the sewer PRF's will be address following the stormwater system.
 - iii) Addendum #3 for additional Total Station services will be resubmitted as Addendum #4. Addendum #3 will be written as an extension of project schedule.

2) ANTICIPATED WORK TO BE ACCOMPLISHED NEXT PERIOD (JUNE, 2012):

- a) Crew#1 will be on-site between June 1 - 9 and then will return and be on-site June 18-29. Crew#2 will be on-site between June 11-27.
- b) Mark Humphrey will be on-site with the field crews for a few days the week of June 18.
- c) Basins 8 and 12 will be completed in the field, and Basin 11, 14 and 15 will be started.

3) MEETINGS:

- a) No scheduled meetings took place in May.

4) PROBLEMS ENCOUNTERED:

b) Geodetic Control.

- i) Prior to beginning the leveling campaign, Woolpert contacted the National Geodetic Survey (NGS) about a recent procedures modification for clarification. It was discovered that the NGS now requires that survey leveling rods used for Second-Order leveling must be calibrated every three years. This new requirement will result in Woolpert having to have all precision leveling rods re-calibrated prior to any fieldwork on this project. The rods have been shipped for calibration, and they are expected to be returned mid-July. Upon receiving the rods back from being calibrated, the leveling for this project will be scheduled immediately.

5) OTHER ITEMS:

- f) None

1) TASKS ACCOMPLISHED THIS PERIOD (JUNE, 2012):

- a) Woolpert submitted the monthly Progress Report for the period ending May 31 on June 19.
- b) Crew #1 was on-site between June 1-9 and then returned June 18-29. Crew #2 was on-site between June 11-27.
- c) Basin #10 stormwater was submitted on June 8th.
- d) Geodetic Control:
 - i) Woolpert's invar leveling rods had to be calibrated prior to use on this project. They were shipped for calibration during the week of June 11, and are expected back mid July.

2) ANTICIPATED WORK TO BE ACCOMPLISHED NEXT PERIOD (JULY, 2012):

- a) Two crews are expected to be on-site between July 9-20, then three crews are planned to be on-site for two week beginning July 30.
- b) Until an executed agreement is finalized (Addendum #4), Woolpert is having to stop all total station activity. The contract allows for 1% of the features to be total stationed (103 features), and currently there has been 730 surveyed.
- c) Basins 8, 11, and 12 are being processed.

3) MEETINGS:

- a) No scheduled meetings took place in June.

4) PROBLEMS ENCOUNTERED:

- c) Geodetic Control.
 - i) Prior to beginning the leveling campaign, Woolpert contacted the National Geodetic Survey (NGS) about a recent procedures modification for clarification. It was discovered that the NGS now requires that survey leveling rods used for Second-Order leveling must be calibrated every three years. This new requirement will result in Woolpert having to have all precision leveling rods re-calibrated prior to any fieldwork on this project. The rods have been shipped for calibration, and they are expected to be returned mid-July. Upon receiving the rods back from being calibrated, the leveling for this project will be scheduled immediately.

5) OTHER ITEMS:

- g) On June 29th, Addendum #4 was discussed for the additional total station services. It was determined that it would be a good idea to compare today's estimate of extra costs to those estimated and reviewed in January.

The Estimated Extra Costs in January were:

- i) \$93K for extra total station services.
- ii) \$79K for extra features over and above the 102% of the feature count.
- iii) \$10K for extra total station services for the extra features.
- iv) Total: \$182K

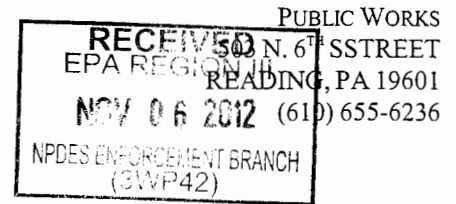
The Estimated Extra Costs today are:

- i) \$83.5K for extra total station services (based on the up to date percentage of total station features and the proposed fee of \$98.71 each).
- ii) \$82.6K for extra features over and above the 102% of the feature count (based on the current estimated of 14% higher feature counts, at the contract value of \$68 each).
- iii) \$10K for extra total station services for the extra features.
- iv) Total: \$176.1K



CITY OF READING, PENNSYLVANIA

CHARLES M. JONES
PUBLIC WORKS DIRECTOR



October 30, 2012

Certified Mail
Return Receipt Requested

Ms. Margaret L. Hutchinson, Esq.
Assistant United States Attorney
Civil Division Eastern District of Pennsylvania
615 Chestnut Street
Suite 1250
Philadelphia, PA 19106-4476

Re: City of Reading Consent Decree
Calendar Quarterly Progress Report
3rd Quarter 2012

Dear Ms. Hutchinson:

In accordance with Section VI Reporting Requirements, Paragraph 41, you will find enclosed the City of Reading's Calendar Quarterly Report. This report documents progress and status on the implementation of Section V Remedial Measures described in Paragraphs 7 through 40. Please feel free to contact me at 610-655-6236 should you have any comments or questions.

Sincerely,

Charles M. Jones, PE
Public Works Director

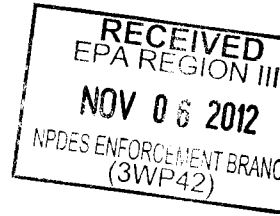
CMJ/ts

Enclosure

C: Christopher A. Day, Esq., US EPA
Lisa Trakis, US EPA
Edward J. Corriveau, P.E., PA DEP
Shawn Arbaugh, PA DEP
Carole Snyder, Managing Director
Deborah A.S. Hoag, P.E., Utilities Systems Manager
Ralph E. Johnson, P.E., Wastewater Treatment Manager
Anthony C. Vesay, P.E., Hill International
Keith Mooney, Esq., Legal Counsel
John J. Miravich, Esq., Fox Rothschild
file



**City of Reading Consent Decree
Calendar Quarterly Progress Report
Period Ending September 30, 2012**



V. REMEDIAL MEASURES

A. General Duties

- 7. Duty to Comply with Permit** – The City's wastewater treatment plant (WWTP) was in compliance with NPDES permit parameters.
- 8. Operation and Maintenance of the Facility** – No change. The operation and maintenance ongoing program is implemented.

B. Interim Measures

- 9. Interim Compliance – Environmental Management System**
 - (b) Maintenance Management System** – No change. The WWTP computerized maintenance management system (CMMS) ongoing program is implemented.
 - (c) Supervisory Control and Data Acquisition (SCADA) system**
 - 1. Upgrades to the Interim SCADA System** – No change. The WWTP SCADA system ongoing program is implemented.
 - 2. Upgrades to the SCADA System** – No change. This measure will be addressed under the Wastewater Treatment Plant upgrade.
 - (d) Pretreatment Data Management System** – Continuing progress. The City continues the use of a commercial pretreatment database as well as an abbreviated spreadsheet for simplicity and verification.
- 10. Interim Plant Influent Monitoring** – No change. The plant influent monitoring ongoing program is implemented.
- 11. Interim Trickling Filter Performance Measures**
 - (a) Performance Improvements** – No change. The trickling filter performance measures ongoing program is implemented.
- 12. Process Control Testing** – No change. The process control testing ongoing program is implemented.
- 13. Dangerous Gas Detection** – No change. The gas detection ongoing program is implemented.
- 14. Certified Plant Operators** – No change. The ongoing 24/7 qualified supervisor coverage is implemented.
- 15. Operations and Maintenance Plan** – No change. The operations and maintenance plan remains in place and was annually reviewed and updated as appropriate.
- 16. Staffing Plan** – No change. The ongoing 24/7 supervisor coverage is implemented. The ongoing communication process is implemented.
- 17. Interim Wet Weather Operational Strategy** – No change. Please see the wet weather operation plan.

C. Long Term Evaluation and Construction Schedule

In addition to the wastewater treatment plant this remedial measure reporting includes activities associated with pump stations, force mains and 537 planning.

The 42" flow-meter replacement project is approximately 75% complete. This meter project will confirm the wastewater treatment plant's (WWTP's) present flows and loadings. This \$2,958,000 project will be financed with a combination of two \$500,000 EPA STAG grants and Sewer Fund/Bond reserves.

The City's PaDEP 537 Planning Special Study contracts with the SSM Group and Hazen and Sawyer are complete. The Special Study was submittal to the Department of Justice (DOJ), Environmental Protection Agency (EPA) and Pennsylvania Department of Environmental Protection (PaDEP) and we received a response from the DOJ/EPA. The project is being financed with Sewer Fund/Bond reserves.

The City's new 42" force main (FM) bid was award to PACT Construction. The old FM will be used for redundancy with limited lining of the river crossing only. Additionally, the failing section of the existing FM will be replaced. Due to its high priority the City is requesting this project be considered one of three projects forming the completion of paragraph 28, Rehabilitation of Priority Areas of the Collection System. The project cost is \$9,738,500 and is being financed with a \$5,000,000 H2O grant and a PennVEST loan. There is also a FEMA/PEMA Hazard Mitigation grant application submitted.

Additionally, the 42" force main (FM) emergency project that temporarily bypasses the failing section of the existing FM is completed. This is an interim measure to avoid leakage to the Schuylkill River. The \$1,840,000 emergency project contract is being financed by Sewer Fund reserves.

The Sixth and Canal Pump Station (6&CPS) reevaluation was updated due to the findings of the 537 Planning Special Study. The reevaluation is complete. As requested a summary description of this project was submitted. The summary explains the reasons and importance for the City requesting this project be considered one of three projects forming the completion of paragraph 28, Rehabilitation of Priority Areas of the Collection System.

Weston Solutions follow-up 6&CPS ground and groundwater contamination studies are continuing.

Hazen and Sawyer 19th Ward Pump Station (19WPS) assessment, alternatives evaluation and capital improvements plan is nearly complete. As requested a summary description of this project was submitted. The summary explains the reasons and importance for the City requesting this project be considered one of three projects forming the completion of paragraph 28, Rehabilitation of Priority Areas of the Collection System.

The Primary Anaerobic Digester Rehabilitation design project has been started at the wastewater treatment plant. The selected engineer is T&M Associates and they have started preparing the digesters' cleaning specification. The scope of the project is to clean the two secondary digesters and rehabilitate both. We will also modify one of these two secondary digesters so it can be converted into a primary digester as needed. There is a \$1,000,000 H2O grant available toward this rehabilitation project.

18. Treatment Plant Alternatives Submission

(a) **Existing Plant Process Evaluation Report** – An update to the Existing Plant Process Evaluation Report was submitted as part of the 537 Planning Special Study.

(b) **Evaluation of Treatment Alternatives Report** – An update to the Evaluation of Treatment Alternatives was submitted as part of the 537 Planning Special Study.

19. Capital Improvements Plan – An update to the technical Capital Improvements Plan was submitted as part of the 537 Planning Special Study. The financial Capital Improvements Plan was also submitted as a separate document.

20. Request for Proposals – The City has issued a request for proposals and received two proposals for a Rate Study. The City is presently in the selection process.

In October or November of 2012 the City plans to issue a request for qualifications (rfq) for a wastewater treatment plant designer. The rfq process will be followed by a short listed request for proposals (rfp).

21. Permit Applications and Design – No report.

22. Permitting – No report.

23. Construction Completion – No report.

24. Start-Up and Operation – No report.

D. Collection System

25. GIS Mapping System - In progress. See below.

(a) **Purpose of GIS System** - Not applicable.

(b) **GIS Mapping of the Sanitary Sewer Collection System** – In progress. Phase One of the GPS project is the larger diameter sanitary sewer system required for the hydraulic modeling with Phase Two the remainder of the sanitary sewer collection. The City continued investigating problem locations in Phases One and Two identified by Woolpert who then surveyed those locations that were able to be resolved. The final sanitary database was submitted for City review and approval. Based on the best available mapping prior to the project, Woolpert located 109% of the anticipated manholes yet only 94% of the total sanitary features were located and inspected. More manholes were located than expected yet in some locations the anticipated manholes are still being investigated. Further project details are in the attached report. The City continues to address the investigation required as many of these manholes

are in Phase One along the trunklines required for hydraulic modeling. The City has been using CCTV and magnetic locating as well as cross-referencing between the design plans, existing GIS, and aerial imagery. Two key longer stretches of the trunkline in rights-of-way along the railroad and Schuylkill River between Spring and Bern Streets continue to be problematic for location.

(c) GIS Mapping of the Storm Water Collection System - In progress. The third phase for field data collection and GIS mapping is the storm water system. This is included in the new GPS contract discussed above. Woolpert began the mapping inventory of the storm water system in the first quarter and continued working with multiple crews during the second and third quarters to reach 81% of the anticipated features located and 98% of those inventoried. Anticipated features are estimated as the existing index maps do not indicate manholes and inlets in the system with actual counts varying greatly by basin from the estimated numbers. City crews have been working to provide access as the crews move through the areas to reduce the follow-up required.

26. Sanitary Sewer System Evaluation Program

(a) I/I Analysis by Subsystem

The City continued investigating and updating the mapping required for the coordination of the collection system investigative, modeling, and rehabilitative work.

1. Baseline Flow and Rainfall – In Progress. The hydraulic modeling of the interceptors is a key to re-evaluating priorities based on projected bottlenecks that may exist. The GIS inventory of the Phase One interceptors is required for this modeling.

2. Hydraulic Modeling – In Progress. The pilot and first phase of the GPS project discussed in paragraph 25(b) provide the information required for this hydraulic modeling. An enhanced scope of services to include this and other collection system engineering support is being developed to request proposals. The GPS Phase One necessary for the modeling is the area which has the most problems, especially with successive missing manholes. The City is continuing to research and locate manholes to be inventoried in preparation for the modeling. Most of these are located in unpaved rights-of-way along railroad tracks as discussed above. Feature numbering for unique identification will occur following the inventory.

(b) Sewer System Evaluation Survey – In Progress. The sanitary manhole numbering system is refined continually as field inventory show additional or missing manholes and will continue as the inventory and system investigations progress.

The computerized maintenance management system implementation project progressed toward restarting full-scale for geospatially-oriented tracking of preventive and corrective maintenance as well as repairs. The City and Woolpert worked together on Cityworks software configuration

for service requests, work orders, and projects to track personnel, equipment, materials, and contractors. The configuration is being set up to follow internal work flows and intradepartmental interfaces. The City also upgraded to the latest release of the software.

After soliciting and evaluating proposals, the City awarded a contract to Woolpert to inspect and evaluate the sanitary sewer system's intermunicipal connection points and flow meters.

27. Rehabilitation Plan – No progress. *The SSES is required to be complete in order to develop the Rehabilitation Plan.*

28. Rehabilitation of Priority Areas of Collection System – No progress. *The rehabilitation plan is the precursor of this.*

29. Wet Weather Operation Plan – Completed.

E. Pretreatment Program

30. General Duty – In progress. The City has an approved pretreatment program and continues to regulate industrial users in the collection system.

31. Enforcement Response Plan (ERP) Implementation – In progress. The City continues to follow the ERP in order to encourage compliance from all industrial dischargers. This quarter, the City performed an unannounced joint inspection with US EPA at an industry with historical compliance issues.

32. ERP - Penalty Escalation and Compliance Schedule – In progress and continuing. The City continues escalating penalties for all industries that are in significant non-compliance for a given parameter for two consecutive quarters. As penalty escalation had not been detailed in the ERP, the City has documented the process and amounts for consistency and as a reference tool.

33. ERP – Order, Permit Revocation, and Federal Referral – In progress. The City continues escalating the enforcement actions focusing on the financial penalties assessed to permittees who remain in significant non-compliance. The City continues to confer with US EPA while attempting to have industries achieve compliance. One industry has been problematic for an extended time following completion of a recent compliance agreement. US EPA requested additional information from the industry and has been speaking with the City regarding this permittee's recent compliance. The City met with an industry representative in the first quarter to discuss recent compliance and plans for long-term attainment. During the second and third quarters, City and self-monitoring results yielded non-compliance was communicated to US EPA. A joint unannounced inspection of the industry was completed with US EPA the end of the third quarter.

34. Local Limit Adoption by Contributing Municipalities – In progress. All the municipalities with permitted industries have adopted the ordinance. Electronic versions of the City's sewer use ordinance had been provided to each municipality, engineer, and/or solicitor to prepare for adoption. This requirement is detailed in the revised intermunicipal agreement being reviewed and commented upon by the contributing municipalities.

35. Non-Residential Connection Evaluation and Investigation – In progress. The City has been working with the contributing municipalities to obtain this

information to summarize, survey, and evaluate nonresidential users in the service area that may need to be permitted.

36. Increased Monitoring for Violators – In progress and continuing. The City continues to increase City sampling and encourage increased self-monitoring for frequent violators. In general, permits may be amended or re-issued requiring multiple resamples for parameters with prior compliance issues. Some permits require increased frequency of monitoring for multiple quarters of compliance prior to returning to a less frequent self-monitoring schedule. Additional monitoring by both the City and the industry is tracked and reported annually.

37. Pretreatment Computerized Management System - In progress and continuing. The City continues data entry into a commercial pretreatment database as well as an abbreviated spreadsheet upon receipt of analytical results from both City and industrial sampling.

38. Local Limits Re-Evaluation – Completed. Evaluation submitted to US DoJ and US EPA on May 5, 2006. Comments were received from US EPA and the City initially worked with B&V to address the comments and concerns.

39. Quarterly SNC Reports to US EPA – In progress. The City has been monitoring penalty payment status and will continue to investigate errors in the penalty payment and posting as reported to the US EPA. The City is working interdepartmentally to resolve this issue for the past and determine how to do ongoing with accurate tracking and reporting in all systems as the goal.

F. Funding

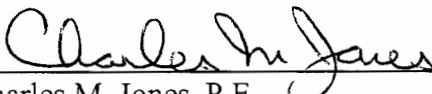
40. Funding – In progress. The 2013 budget was prepared and presented to City Council with the budgeted transfer amount from the Sewer Fund to the General Fund remaining at \$3,000,000.

VI. REPORTING REQUIREMENTS

41. Report Contents and Certification

- (a) **Remedial Measures Paragraphs 7 through 40** – See above numbered sections.
- (b) **Anticipated Problems** – See italics in above numbered sections.
- (c) **Additional Matters** – See italics in above unnumbered sections.
- (d) **Certification Statement** –

I certify under penalty of law that this information was prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my directions and my inquiry of the person(s) who manage the system, or the person(s) directly responsible for gathering the information, the information submitted, is to the best of my knowledge and belief, true, accurate, and complete.



Charles M. Jones, P.E.
Public Works Director

Oct. 30 2012
Date

**City of Reading
Wastewater Treatment Plant Upgrades
PM/CM Monthly Progress Report
Hill/Weston/Hazen and Sawyer**

July 2012

Executive Summary:

The PM/CM team continued work on Consent Decree related tasks as well as other supporting wastewater treatment plant (WWTP) tasks. Critical items of July work included: selection of a designer for the secondary digester rehabilitation project, selection of a constructor for the force main project, continued construction work on the flow meter project, continued work on the Act 537 Special Plan of Study (the Public/County comment period completed this month), scoping and initiation of the Act 2 Support Services at the 6th and Canal Pumping Station (6CPS), finalization of the 6CPS Capital Improvements Plan, and the preparation of Executive Summaries for the 6CPS and 19th Ward Pump Station to DoJ as part of the Amended Consent Decree.

Anticipated work for August includes: continued construction work on the Fritz Island flow meter project, issuance of a Notice to Proceed to the builder for the force main project, issuance of a Notice to Proceed to the designer for the secondary digester project, completion and submission to DoJ/EPA/PaDEP of the Act 537 Special Study, submission to the client of the final Capital Improvements Plan for the 6th and Canal Pumping Station (6CPS), initiation of Act 2 Support Services for the contamination at the 6CPS

A more detailed task breakdown of the July work effort is included in the respective PM/CM's subcontractor invoices/reports.

Project Management (Hill: also see invoice):

- Force Main (42''): Reviewed the project specifications regarding project oversight duties.
- WWTP Flow Meter project: assisted with the soils issue as it relates to PaDEP's Clean Fill Policy; reviewed the project's action items and provided comments to the PM/CM team.
- 6CPS: assisted with the project Executive Summary requested by the regulators; finalized and submitted the Act 2 Scope of Services.
- Secondary Digester Rehabilitation: reviewed project scope/cost/schedule with the PM/CM team.
- 19th Ward Pump Station: assistance with the Executive Summary requested by the regulators.
- Financial: continued discussions with the City's financial consultant regarding funding for the Amended Consent Decree projects, including compliance with Paragraph 19, Capital Improvements Plan, of the Consent Decree. Participated in a project team financial meeting and provided a draft Conceptual Financial Strategy to the financial advisor. Assisted with the rate impacts spreadsheet, including assistance with the WWTP operations and maintenance costs. Assisted with the PENNVEST funding offer action items.

- Legal: participated in internal Inter Municipality Agreement (IMA) and Amended Consent Decree strategy discussions/issues.
- Project controls/administration functions: project team integration/correspondence/status, progress meeting attendance/coordination & preparation of meeting Agenda/Action Items (WWTP Updates), invoice/monthly reports, PM/CM Tasks/Budget worksheet, including a briefing to the City Manager; participate in PLA Study discussions, assist with the SharePoint (project electronic library) migration; receive/respond to prospective vendor inquiries, and review the client-requested alternative energy Technical Memorandum.
- Updated and submitted the project Draw Schedule and Amended Consent Decree Master Plan to the client.

Project Controls (Hill: also see invoice):

- Performed required project controls functions: project schedule updates, PM/CM Tasks and Costs spreadsheet updates, document management, draw schedule updates, extranet site management, and subcontractor coordination and invoice tracking log updates.

Grant Funding (DMGS: also see invoice):

- Reviewed financing documents regarding inspection requirements.
- Prepared draft Letter of No Prejudice Request.
- Teleconference with Project Manager.

Design Review/Tech Support (H&S: also see Invoice)

- Submitted and updated a revised sewer system O&M spreadsheet, including coordination with the City, Fox Rothschild and Hill International.
- Reviewed and investigated the difference between actual and modeled sludge production data.
- Generated a draft memo regarding alternative energy processes at the WWTP.

Primary Digester Rehab Design (H&S: also see invoice):

- Attended the second round of interviews for the RFP.

Act 537 Special Study (H&S: also see invoice):

- Finalized and submitted the Task Activity Report (TAR) to PADEP.

Flow Meter Construction Management Services (Weston: also see invoice)

- Reviewed and provided comment on Shop Drawing submittals prepared by Ronca.
- Onsite inspection and project management for full time monitoring of Flowmeter project construction activities by Ronca.
- Reviewed and assessed PADEP Clean Fill Policy and associated discussions and correspondence in support of management of stockpiled soils generated by Ronca during the Flowmeter construction project.

- Addressed action items identified during the June 2012 Progress meeting No. 3 for the Flowmeter construction project.
- Participated in client and project team discussions on Flowmeter construction project; prepared, reviewed and responded to associated project correspondences.
- Project controls, budgeting, planning and reporting.

Updated 6CPS Capital Improvements Plan (H&S: also see invoice):

- Met with the City on July 3rd to discuss the updated draft copy of the 6CPS CIP report.
- Made revisions to the updated draft CIP consistent with the City's review comments.

19th Ward Pump Station Capital Improvements Plan (H&S: also see invoice):

- Performed project related review and research.

**City of Reading
Wastewater Treatment Plant Upgrades
PM/CM Monthly Progress Report
Hill/Weston/Hazen and Sawyer**

August 2012

Executive Summary:

The PM/CM team continued work on Consent Decree related tasks as well as other supporting wastewater treatment plant (WWTP) tasks. Critical items of August work includes: completion and submission to DoJ/EPA/PaDEP of the Act 537 Special Study, continued construction work on the Fritz Island flow meter project, issuance of a Notice to Proceed to the builder for the force main project, issuance of a Notice to Proceed to the designer for the secondary digester project, submission to the client of the final Capital Improvements Plan for the 6th and Canal Street Pumping Station (6CPS), submission to the client of a draft capital improvements plan for the 19th Ward Pump Station, and initiation of Act 2 Support Services for the contamination at the 6CPS.

Anticipated work for September includes: Amended Consent Decree/Act 537 Plan discussions with DoJ/EPA/PaDEP, commencement of the force main project, continued construction work on the flow meter project, continued design of the secondary digesters rehabilitation project, continued work on the 19th Ward Pump Station capital improvements plan and Act 2 Support Services at the 6CPS.

A more detailed task breakdown of the August work effort is included in the respective PM/CM's subcontractor invoices/reports.

Project Management (Hill: also see invoice):

- Act 537 Special Study: reviewed and commented on sub consultant's deliverable; assisted with report transmittal to regulators.
- Force Main (42"): Reviewed the project specifications regarding construction management duties; updated the draft proposal CM services proposal for submission to the client; coordinated the project schedule with the designer and provided assistance regarding the contractor's NTP & the pre-construction conference.
- WWTP Flow Meter project: assisted with the tracking, resolution of the project's action items; provided input to meeting agenda and resulting meeting action items.
- 6CPS: reviewed and commented on sub consultant's Capital Improvements Plan.
- Project Labor Agreement Study: conducted preliminary market research and participated in a telecon with the City leadership.
- Technical Support: assisted with the scoping and editing of a project feasibility report to regulators. The report provide summaries/recommendations of potential projects—secondary digesters, 6CPS bar screen, wwtp trickling filters—for possible inclusion in the City's PennVEST (force main) loan.
- Financial: continued discussions with the City's financial consultant regarding funding for the Amended Consent Decree projects, including compliance with Paragraph 19, Capital Improvements Plan, of the Consent Decree. Reviewed the

financial consultant's CIP deliverable and assisted the legal team with the report's transmittal to the regulators. Assisted with the PENNVEST force main loan action items, including assisting with the Pre-Closing Letter; participated in a teleconference with the project team.

- Legal: participated in internal Inter Municipality Agreement (IMA) and Amended Consent Decree strategy discussions/issues.
- Project controls/administration functions: project team integration/correspondence/status, progress meeting attendance/coordination & preparation of meeting Agenda/Action Items (WWTP Updates), invoice/monthly reports, PM/CM Tasks/Budget worksheet, assistance with the 2013 wwtp budget, and receive/respond to prospective vendor inquiries.
- Updated the project Draw Schedule and Amended Consent Decree Master Plan.

Project Controls (Hill: also see invoice):

- Performed required project controls functions: project schedule updates, PM/CM Tasks and Costs spreadsheet updates, document management, draw schedule updates, extranet site management, flow chart preparation, and subcontractor coordination and invoice tracking log updates.

Grant Funding (DMGS: also see invoice):

- Researched on site inspection requirements and scope of work for PennVEST loan.
- Teleconference with Project Manager regarding inspection requirements and scope of work.

Act 537 Special Study (H&S: also see invoice):

- Revised draft report including addition of public comment period documents.
- Submitted final Act 537 Special Study to PaDEP. US Department of Justice and USEPA on August 24, 2012.
- Coordinated with the City, Hill International and the SSM Group.

Flow Meter Construction Management Services (Weston: also see invoice)

- Reviewed and provided comment on Shop Drawing submittals prepared by Ronca.
- Onsite inspection and project management for full time monitoring of Flowmeter project construction activities by Ronca.
- Prepared for, attended, and provided associated follow up actions for Progress Meeting No. 4 at the WWTP on August 21, 2012. Prepared and reviewed draft meeting minutes associated with this meeting.
- Initiated response to City request to evaluate pipe thickness/condition for sections of steel force main removed during the construction/replacement activities.
- Reviewed Ronca schedule files for Rev7 and prepared/issued comparison assessment of schedule changes and potential effects since the last update.
- Participated in client and project team discussions on Flowmeter construction project; prepared, reviewed and responded to associated project correspondences.

- Project controls, budgeting, planning and reporting.

Updated 6CPS Capital Improvements Plan (H&S: also see invoice):

- Revised draft report per City of Reading comments from July 3, 2012 meeting.
- Submitted 20 copies of the Final 6th & Canal Pump Station CIP on August 10, 2012.

19th Ward Pump Station Capital Improvements Plan (H&S: also see invoice):

- Conducted on-site mechanical, electrical and structural inspection on August 10, 2012.
- Submitted draft report for City review on August 29, 2012.
- Performed project related review and research.

Act 2 Consulting & Support Services for 6CPS (Weston: also see invoice)

- Prepared and participated in associated team discussions for first set of groundwater gradient maps.
- Participated in client and project team discussions on Act 2 support services project; prepared, reviewed and responded to associated project correspondences.
- Project controls, budgeting, planning and progress reporting.

**City of Reading
Wastewater Treatment Plant Upgrades
PM/CM Monthly Progress Report
Hill/Weston/Hazen and Sawyer**

September 2012

Executive Summary:

The PM/CM team continued work on Consent Decree related tasks as well as other supporting wastewater treatment plant (WWTP) tasks. Critical items of September work included: Amended Consent Decree/Act 537 Plan discussions, commencement of the force main construction project, continued construction work on the flow meter project, continued design of the secondary digesters rehabilitation project, continued work on the 19th Ward Pump Station Capital Improvements Plan (CIP), Act 2 Support Services at the 6CPS and scoping, correspondence with the PaDEP regarding the possible inclusion of additional work items for the City's PennVEST force main loan.

Anticipated work for October includes: discussions with DoJ/EPA/PaDEP regarding the Amended Consent Decree and Inter-Municipal Agreements, continued construction work on the Fritz Island flow meter and 42" force main project, continued design work on the secondary digester project, and finalization of the 19th Ward Pump Station CIP.

A more detailed task breakdown of the September work effort is included in the respective PM/CM's subcontractor invoices/reports.

Project Management (Hill: also see invoice):

- Act 2 Study at the 6CPS: reviewed sub consultant's report and held discussions with the project team to refine the project approach.
- Force Main (42"): Reviewed the project specifications regarding construction management duties and updated the draft proposal CM services proposal for submission to the client; reviewed the bid documents for contractor submittal requirements and attended a pre-construction conference with the project team.
- Rehabilitation of Secondary Digesters: initial review of the contractor's schedule and discussion with the client.
- WWTP Flow Meter project: assisted with the tracking, resolution of the project's action items, including preparation for Progress Meeting #5; conducted a site visit with the PM/CM on-site project representative.
- Technical Support: assisted with the final scoping and editing of a project feasibility report to regulators to support the possible inclusion of additional projects in the pending PennVEST force main loan.
- Financial: assisted with the PennVEST force main loan action items; participated in teleconferences with the project team and PennVEST. Reviewed the program's Conceptual Financial Plan with the client. Assisted with a potential Brownfields grant for the 6CPS site.
- Legal: participated in internal Inter Municipality Agreement (IMA) and Amended Consent Decree strategy discussions/issues, including review and analysis of the 9/14 DoJ letter.

- Project controls/administration functions: project team integration/correspondence/status, progress meeting attendance/coordination & preparation of meeting Agenda/Action Items (WWTP Updates), invoice/monthly reports, PM/CM Tasks/Budget worksheet, Reconciliation Amendments III and IV submission, Senator Toomey deliverable preparation, and receive/respond to prospective vendor inquiries.
- Updated and submitted the project Draw Schedule, Collection System Project Tracker, and the wwtp timeline regarding the procurement of a designer.

Project Controls (Hill: also see invoice):

- Performed required project controls functions: project schedule updates, PM/CM Tasks and Costs spreadsheet updates, document management, draw schedule updates, extranet site management, flow chart preparation, initial review of designer's secondary digester schedule and subcontractor coordination and invoice tracking log updates.

Grant Funding (DMGS: also see invoice):

- Researched EPA Brownfields Clean-up Grant.
- Communications with PM regarding Clean-up, PennVEST and H2O PA Grant II.

Design Review/Tech Support (H&S: also see invoice):

- Provided project management and administration.
- Provided the Alternative Project Summary for the proposed PennVEST loan modifications to PADEP

Act 537 Special Study (H&S: also see invoice):

- Provided hard copies of the Final Act 537 Special Study to the City.

Force Main (42") Design Support (Weston: also see invoice):

- Geotechnical engineering and subconsultant services (William L. Deutsch, PhD) during May 2012 for technical support and team discussions associated with management of excavation water on the 6&CPS site during construction of the micro-tunneling launch pit (Note: these services being invoiced now due to completion of associated change order which occurred during this billing period.

Flow Meter Construction Management Services (Weston: also see invoice)

- Reviewed and provided comment on Shop Drawing submittals prepared by Ronca.
- Onsite inspection and project management for full time monitoring of Flowmeter project construction activities by Ronca.
- Finalization and issuance of meeting minutes associated with Progress Meeting No. 4 at the WWTP in August 2012
- Correspondence, discussions and coordination associated with pipe thickness/condition evaluation for sections of steel force main removed during the construction/replacement activities.

- Prepared and issued a review of Ronca progress schedule update No. 7 in comparison to most recent update No. 8. Comparison assessment of schedule changes and potential effects since last schedule update and recommendations for inclusion in next version of the schedule.
- Visited flow meter project site following pre-con meeting for the Force Main Project.
- Prepared agenda and attended Progress Meeting No. 5 held at the WWTP and followed up with a site visit.
- Discussions with client and project team on the Flow meter construction project; prepared, reviewed and responded to associated project correspondences.
- Project controls, budgeting, planning and reporting.

6CPS Environmental Investigations & Hazmat Survey (Weston: also see invoice)

- Analytical laboratory services associated with installation of new wells at 6&CPS and associated groundwater investigations. (Note: these services are being invoiced at this time due to completion of associated change order which occurred on September 6, 2012).

19th Ward Pump Station Capital Improvements Plan (H&S: also see invoice):

- Met with the City and discussed the initial draft version of the CIP.
- Revised the initial draft report to incorporate additional detail and address comments made by the City.
- Project related review and research.

Act 2 Consulting & Support Services for 6CPS (Weston: also see invoice)

- Prepared and participated in associated team discussions for first set of groundwater gradient maps.
- Evaluation of pumping centers in the vicinity of the 6&CPS site and associated discussions with DRBC. Associated client and team discussions and issuance of formal correspondence to project team.
- Discussions with client and project team on Act 2 support services project; prepared, reviewed and responded to associated project correspondences.
- Oversight of subcontractor surveyor services.
- Project controls, budgeting, planning and progress reporting.

1) TASKS ACCOMPLISHED THIS PERIOD (JULY, 2012):

- a) Woolpert submitted the monthly Progress Report for the period ending June 30 on July 11.
- b) Two crews were on-site between July 9-20, then one crew was on-site for two weeks beginning July 30. As of August 1, the only Basin where the initial field work has not been completed is Basin 16. Fewer than expected storm features were found in Basins 1, 2, 4, 8 and 14-19.
- c) Geodetic Control:
 - i) Woolpert's invar leveling rods had to be calibrated prior to use on this project. They were returned from being calibrated on July 30th.

2) ANTICIPATED WORK TO BE ACCOMPLISHED NEXT PERIOD (AUGUST, 2012):

- a) Basins 8, 11, and 14 were processed and uploaded to Woolpert's FTP site on August 9th.
- b) Geodetic Control: Three field technicians will be on-site beginning Thursday August 9, 2012 to complete the leveling.
- c) The initial field work for Basin 16 will be completed.
- d) Office processing for Basins 12, 15 and 16 will continue.

3) MEETINGS:

- a) No scheduled meetings took place in July.

4) OTHER ITEMS:

- a) On August 3rd, Addendum #4 was discussed for the additional total station services. Below is a revised estimate of possible additional project fees.

The Estimated Extra Costs in January 2012 were:

- i) \$93K for extra total station services.
- ii) \$79K for extra features over and above the 102% of the feature count.
- iii) \$10K for extra total station services for the extra features.
- iv) Total: \$182K

The Estimated Extra Costs in July 2012 were:

- i) \$83.5K for extra total station services (based on the up to date percentage of total station features and the proposed fee of \$98.71 each).
- ii) \$82.6K for extra features over and above the 102% of the feature count (based on the current estimated of 14% higher feature counts, at the contract value of \$68 each).
- iii) \$10K for extra total station services for the extra features.
- iv) Total: \$176.1K

The Estimated Extra Costs in August 2012 are:

(NOTE: Many of the estimated stormwater feature counts for Basins were high. Therefore, it appears that the total point count will not be exceeded.)

- i) \$85K for extra total station services (based on the up to date percentage of total station features and the proposed fee of \$98.71 each).
- ~~ii) \$82.6K for extra features over and above the 102% of the feature count (based on the current estimated of 14% higher feature counts, at the contract value of \$68 each).~~
- ~~iii) \$10K for extra total station services for the extra features.~~
- iv) Total: \$85K

5) TASKS ACCOMPLISHED THIS PERIOD (AUGUST, 2012):

- a) Woolpert submitted the monthly Progress Report for the period ending July 31 on August 11.
- b) One field crew was onsite August 1-10. Initial data collection for Basin 16 was completed. Field review was performed in Basins 8, 11 and 17.
- c) Basins 8, 11, and 14 were processed and uploaded to Woolpert's FTP site on August 9th.
- d) A revised Addendum #4 was submitted for approval on August 11. The revision added a not-to-exceed amount to the total station services.
- e) Geodetic Control:
 - i) Three field technicians were onsite beginning Thursday August 9, 2012 to complete the leveling.

1) ANTICIPATED WORK TO BE ACCOMPLISHED NEXT PERIOD (SEPTEMBER, 2012):

- a) A crew is scheduled to be onsite September 10-21. While onsite, cleanup will be completed in Basins 12, 15 & 19, and the area near Basin 17.
- b) Basin 4 was processed and uploaded to Woolpert's FTP site on September 10th.
- c) Office processing of the remaining Basins will continue.
- d) Geodetic Control:
 - i) Processing of all data will be completed, then submitted to the NGS for acceptance.

2) MEETINGS:

- a) No scheduled meetings took place in August.

3) OTHER ITEMS:

- a) With little fieldwork remaining, the next field trip will be schedule after Addendum #4 is executed so the balance of the total station work can be completed.

1) TASKS ACCOMPLISHED THIS PERIOD (SEPTEMBER, 2012):

- a) Woolpert submitted the monthly Progress Report for the period ending August 31 on September 20.
- b) One field crew was onsite September 9-20. Initial data collection for Basin 19 was completed. Field review was performed in Basins 12, 15 and 17.
- c) Basin 4 was processed and uploaded to Woolpert's FTP site on September 10th.
- d) On September 20th, Woolpert received comments on the last three stormwater delivery areas. Comments on negative slopes were investigated to prepare for a meeting scheduled for Tuesday October 2nd.
- e) Geodetic Control:
 - i) With the fieldwork being completed in August, office processing was completed so that the data could be submitted to the NGS for Blue Booking.

2) ANTICIPATED WORK TO BE ACCOMPLISHED NEXT PERIOD (OCTOBER, 2012):

- a) No fieldwork is scheduled for the month of October. As communicated on October 1, Woolpert is waiting for an executed Addendum #4 to continue.
- b) Office processing of the remaining Basins will continue.
- c) Geodetic Control:
 - i) Woolpert was informed by the NGS that they have temporarily stopped accepting Blue Booking projects. The NGS is currently in the process of moving to a new adjustment, and are in the middle to testing data processing software. Once they have completed their testing, they will then make the software available to the public, and then begin accepting Blue Booking projects. It is currently estimated that they should be accepting Blue Booking projects sometime within the next 1-2 months.

3) MEETINGS:

- a) No scheduled meetings took place in September.
- b) A general project meeting was schedule for October 2.

4) OTHER ITEMS:

- a) With little fieldwork remaining, the next field trip will be schedule after Addendum #4 is executed so the balance of the total station work can be completed.